



Freeport City Council
August 11, 2020 Regular Meeting Package



13. Staff Reports

- a. Water
- b. Sewer
- c. Parks/Projects
- d. City Clerk
- e. Finance
 - i. City Insurance (Tab 7)
 - ii. Employee Health, Life & Dental (Tab 8)
 - iii. Sewer Memo (Tab 9)
- f. Billing
 - i. Adjustment Policy (Tab 10)
- g. Planning
 - i. Special Event Ordinance/Exemptions – Request to set Public Hearing (Tab 11)
- h. Legal
 - i. Freeport Franchise Agreement Amendment and Exercise of Option to Renew (Tab 12)
 - ii. Exhibit A to Franchise Agreement Renewal and Amendment (Tab 13)
- i. Engineering

14. Old Business

- a. City Manager Ordinance

15. New Business

- a. Mayor Russ Barley
 - i. Sports Events
 - ii. Blueberry Drive Traffic
- b. Councilwoman Brannon
- c. Councilman Farris
- d. Councilwoman Green
- e. Councilwoman Haffner
- f. Councilman Martin

16. Public Comment

17. Adjournment

CITY OF FREEPORT

RESOLUTION 2020-__ LOCAL MITIGATION STRATEGY

WHEREAS, the Freeport City Council has approved the Walton County Local Mitigation Strategy; and

WHEREAS, the City of Freeport as a city located within Walton County has exposure to natural technological and human-caused hazards that increase the risk to life, property, environment, and the City's economy; and

WHEREAS, pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

WHEREAS, the Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre- and post-disaster hazard mitigation programs; and

WHEREAS, the Walton County Local Mitigation Strategy Work Group (LMS Work Group) has been formed to pool resources and create consistent mitigation strategies within Walton County; and

WHEREAS, the LMS Work Group has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural technological, and human-caused hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy;

NOW THEREFORE BE IT RESOLVED that the Freeport City Council:

- 1) Adopts in its entirety, the Walton County Local Mitigation Strategy (LMS).
- 2) Will use the adopted and approved LMS to guide pre-and post-disaster mitigation of the hazards identified.
- 3) Will coordinate the strategies identified in the LMS with other planning programs and mechanisms under its jurisdictional authority.
- 4) Will continue its support of the LMS Work Group and continue to participate in the LMS Work Group as described by the LMS.
- 5) Will help to promote and support the mitigation successes of all LMS Work Group members.

WHEREAS, the Walton County Local Mitigation Strategy has been reviewed and approved pending adoption, by the Florida Division of Emergency Management.

CITY OF FREEPORT

RESOLUTION 2020-__ LOCAL MITIGATION STRATEGY

NOW THEREFORE BE IT RESOLVED THAT THE FREEPORT CITY COUNCIL has approved and supports the adopted Walton County Local Mitigation Strategy.

DULY ADOPTED this 27th day of August 2020.

FREEPORT CITY COUNCIL

Mayor Sidney Russell Barley

ATTEST:

Freeport City Clerk



Local Mitigation Strategy Revision Summary

BACKGROUND

Hazard Mitigation Planning in Walton County:

In January of 2020, the Walton County Local Mitigation Strategy Working Group (LMS Working Group) embarked on a planning process to prepare for and lessen the impacts of specified natural, technological, and human caused disasters by updating the Walton County Local Mitigation Strategy (LMS). Responding to federal mandates in the Disaster Mitigation Act of 2000 (Public Law 106-390), the LMS Working Group was formed to pool resources and to maintain a uniform hazard mitigation strategy that can be consistently applied to the defined planning area and used to ensure eligibility for specified grant funding success.

This effort represents a comprehensive update to the prior hazard mitigation plan, approved by the Florida Division of Emergency Management (FDEM) in 2015. The 15 member working group involved in this project included: City of DeFuniak Springs, City of Freeport, City of Paxton, Florida Department of Health-Walton County, Florida Division of Emergency Management, Muscogee Nation of Florida, South Walton Fire District, South Walton Utility Company, Inc., Walton Area Chamber of Commerce, Walton County Fire and Rescue, all departments under the Walton County Board of County Commissioners, Walton County School District, Walton County Sheriff's Department, Walton County Tourist Development Council, and Regional Utilities. The result of the organizational effort will be a FDEM and FEMA approved multi-jurisdictional, multi-hazard local mitigation strategy.

Hazard mitigation is defined as any action taken to reduce or alleviate the loss of life, personal injury, and property damage that can result from a disaster. Mitigation planning is the systematic process of learning about the hazards that can affect the community, setting clear goals, identifying appropriate actions and following through with an effective mitigation strategy. Mitigation encourages long-term reduction of hazard vulnerability and can reduce the enormous cost of disasters to property owners and all levels of government. Mitigation can also protect critical community facilities, reduce exposure to liability, and minimize post-disaster community disruption.

The hazard identification and profiling in the hazard mitigation plan addresses the following hazards of concern within the County:



Natural Hazards:

- Coastal Erosion
- Dam Failure
- Disease Outbreak
 - Epidemic / Pandemic
 - Animal / Plant
- Drought
- Flood
 - Areal / Riverine
 - Storm Surge Flooding
 - Tsunami
- Geological
 - Earthquake
 - Sinkholes
- Severe Weather
 - Extreme Temperatures
 - Cold
 - Heat
 - Thunderstorms
 - Tornadoes
 - Tropical Cyclones
 - Hurricanes
 - Tropical Storms
- Wildfire / Urban Fire
- Winter Storm

Human-Caused Hazards:

- Terrorism
 - Chemical
 - Biological
 - Radiological
 - Nuclear
 - Explosive
 - Cyber
- Workplace / School Violence

Technological Hazards:

- HazMat Incident
 - Fixed Facility
 - Transportation
- Transportation Incident
 - Air
 - Highway
 - Rail
- Utility Outages

75 South Davis Lane DeFuniak Springs, FL 32435
(850) 892-8065



All participating local jurisdictions have been responsible for assisting in the development of the hazard and vulnerability assessments, assessing their capabilities, and in the development of the mitigation action strategies for their respective jurisdictions. The Plan presents the accumulated information in a unified framework to ensure a comprehensive and coordinated plan covering Walton County. Additionally, the plan has been developed with the goals, objectives, and priorities of the State's multi-hazard mitigation plan in mind.

In addition to the involvement of the LMS Working Group, residents were asked to contribute by participating in three public meetings, two of which were conducted via Facebook Live in accordance with social distancing protocols, as well as a public survey. The public survey was developed to collect public opinion regarding hazards, mitigation actions and priorities. Results of the public survey can be found in Appendix G of the Walton County LMS.

Why adopt this Plan?

Once the local mitigation strategy is adopted by each of the jurisdictions and approved by the FDEM and FEMA, the County and Cities will collectively and individually become eligible to apply for hazard mitigation project funding under the suite of hazard mitigation grants provided under FEMA's Hazard Mitigation Assistance (HMA) program.

Where do we go from here?

Upon adoption of the Walton County LMS, and subsequent approval of said plan by the FDEM and FEMA Region IV, Walton County will be eligible to apply for specified grants. The grant funds are made available to states and local governments and can be used to implement the long-term hazard mitigation measures specified within the Walton County LMS before and after a major disaster declaration. The Walton County LMS is considered a living document such that, as awareness of additional hazards develops and new strategies and projects are conceived to offset or prevent losses due to natural disasters, the Walton County LMS will be evaluated and revised on a continual 5-year time frame.

CITY OF FREEPORT
Print Invoice Edit Report for Batch: 13413

Batch: 13413 / Period: 07.23.2020 / Sorted By: Input Order

Vendor	Name	Invoice	Job#	Account	FA		
2072	UNITI FIBER	134256	FIBER OPTICS JULY 2020	PO#: 0			
	Inv Date: 07.01.2020	Inv Amt: 650.00	Payment: 0	Name:			
	Due Date: 07.31.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.01.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	ADMIN - FIBER OPTICS JULY 2020	0.00	0.00	385.00		001-510-44100 Telephone Expen	
2	WATER - FIBER OPTICS JULY 2020	0.00	0.00	265.00		410-533-44100 Telephone Expen	
*** TOTAL ***			0.00	650.00			
13	SUNSHINE STATE ONE-CALL	190753	CALL BEFORE YOU DIG - SEWER	PO#: 0			
	Inv Date: 06.30.2020	Inv Amt: 201.53	Payment: 0	Name:			
	Due Date: 07.30.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 06.30.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	CALL BEFORE YOU DIG - SEWER	0.00	0.00	201.53		420-535-44100 Telephone Expen	
*** TOTAL ***			0.00	201.53			
13	SUNSHINE STATE ONE-CALL	190661	CALL BEFORE YOU DIG - WATER	PO#: 0			
	Inv Date: 06.30.2020	Inv Amt: 155.73	Payment: 0	Name:			
	Due Date: 07.30.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 06.30.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	CALL BEFORE YOU DIG - WATER	0.00	0.00	155.73		410-533-44100 Telephone Expen	
*** TOTAL ***			0.00	155.73			
1069	HEALTHMARK OF WALTON INC	661693.001	DRUG SCREEN - MALANI ROBINSON	PO#: 0			
	Inv Date: 07.09.2020	Inv Amt: 38.50	Payment: 0	Name:			
	Due Date: 08.08.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.09.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	PREEMPLOYMENT DRUG SCREEN - MA	0.00	0.00	38.50		001-510-42610 Employee Screen	
*** TOTAL ***			0.00	38.50			
72	VERIZON WIRELESS	9858104912	WIRELESS TELEPHONES	PO#: 0			
	Inv Date: 07.06.2020	Inv Amt: 1,664.30	Payment: 0	Name:			
	Due Date: 08.05.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.06.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	ADMIN - WIRELESS TELEPHONES	0.00	0.00	210.91		001-510-44100 Telephone Expen	
2	PLANNING - WIRELESS TELEPHONES	0.00	0.00	84.28		001-515-44100 Planning - Tele	
3	PARKS & REC - WIRELESS TELEPHO	0.00	0.00	217.31		001-572-44100 Telephone Expen	
4	WATER - WIRELESS TELEPHONES	0.00	0.00	557.13		410-533-44100 Telephone Expen	
5	NORTH BAY - WIRELESS TELEPHONE	0.00	0.00	42.35		412-534-44100 Telephone Expen	
6	SEWER - WIRELESS TELEPHONES	0.00	0.00	552.32		420-535-44100 Telephone Expen	
*** TOTAL ***			0.00	1,664.30			
2140	FDOT	307499091	TOLL - NICEVILLE BYPASS	PO#: 0			
	Inv Date: 07.16.2020	Inv Amt: 2.00	Payment: 0	Name:			
	Due Date: 08.15.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.16.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	TOLL INCURRED NICEVILLE BYPASS	0.00	0.00	2.00		420-535-44920 Miscellaneous E	

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Vendor	Name
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*** TOTAL *** 0.00 2.00

9 CENTURY LINK Invoice: 130625873 FIRST BILL - SEWER FIBER INTER PO#: 0
Inv Date: 07.08.2020 Inv Amt: 1,036.20 Payment: 0 Name:
Due Date: 08.07.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 07.08.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	FIRST BILLING - SEWER FIBER IN	0.00	0.00	1,036.20		420-535-44100 Telephone Expen	

*** TOTAL *** 0.00 1,036.20

9 CENTURY LINK Invoice: 130628145 PARKS-PHONE / WIFI PO#: 0
Inv Date: 07.08.2020 Inv Amt: 576.44 Payment: 0 Name:
Due Date: 08.07.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 07.08.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	PARKS - PHONE / WIFI	0.00	0.00	576.44		001-572-44100 Telephone Expen	

*** TOTAL *** 0.00 576.44

1148 CREST SUPPLY Invoice: 204804 SUPPLIES FOR PARKS PO#: 1681
Inv Date: 07.21.2020 Inv Amt: 338.24 Payment: 0 Name:
Due Date: 08.20.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 07.21.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	SUPPLIES FOR PARKS PER TRAVIS	1.00	338.24	338.24		001-572-45200 Operating Suppl	

*** TOTAL *** 338.24 338.24

30 UTILITY SUPPLY OF AMERICA Invoice: 290459 PARTS FOR SEWER PO#: 1635
Inv Date: 07.09.2020 Inv Amt: 2,060.73 Payment: 0 Name:
Due Date: 08.08.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 07.09.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	SUPPLIES FOR SEWER PER ROBERT	1.00	2,060.73	2,060.73		420-535-45200 Operating Suppl	

*** TOTAL *** 2,060.73 2,060.73

2240 JOHNSTONE SUPPLY Invoice: 2058052 LIGHTS PLANNING ADMIN WATER SE PO#: 1684
Inv Date: 07.20.2020 Inv Amt: 3,411.00 Payment: 0 Name:
Due Date: 08.19.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 07.20.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	LIGHTS FOR PLANNING	2.00	758.00	758.00		001-515-44600 Planning - Bldg	
2	LIGHTS CITY HALL	5.00	1,895.00	1,895.00		001-510-44690 Grounds Mainten	
3	LIGHT FOR WATER	1.00	379.00	379.00		410-533-44600 Bldg Maint & Fu	
4	LIGHT FOR SEWER	1.00	379.00	379.00		420-535-44600 Bldg Maint & Fu	

*** TOTAL *** 3,411.00 3,411.00

1807 GARLAND LAWN CONTROL Invoice: 097343 MAY TREATMENT POOL & PARK PO#: 0
Inv Date: 06.19.2020 Inv Amt: 320.00 Payment: 0 Name:
Due Date: 07.19.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 06.19.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	MAY TREATMENT POOL & PARK BEHI	0.00	0.00	320.00		001-510-43130 Outside Labor &	

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Vendor	Name						
*** TOTAL ***			0.00	320.00			
1807	GARLAND LAWN CONTROL	Invoice: 856084	JUNE TREATMENT POOL & PARK		PO#: 0		
	Inv Date: 07.22.2020	Inv Amt: 320.00	Payment: 0	Name:			
	Due Date: 08.21.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.22.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	JUNE TREATMENT POOL & PARK BEH	0.00	0.00	320.00		001-510-43130 Outside Labor &	
*** TOTAL ***			0.00	320.00			
16	TERMINIX PEST CONTROL	Invoice: 398271824	MONTHLY PEST CONTROL -SEWER		PO#: 0		
	Inv Date: 07.06.2020	Inv Amt: 60.00	Payment: 0	Name:			
	Due Date: 08.05.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.06.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	MONTHLY PEST CONTROL - SEWER	0.00	0.00	60.00		420-535-44600 Bldg Maint & Fu	
*** TOTAL ***			0.00	60.00			
19	The Water Spigot, Inc.	Invoice: 20-2433	SLUDGE SAMPLING		PO#: 0		
	Inv Date: 07.22.2020	Inv Amt: 260.00	Payment: 0	Name:			
	Due Date: 08.21.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.22.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	SLUDGE SAMPLING	0.00	0.00	260.00		420-535-43135 Outside Lab Ser	
*** TOTAL ***			0.00	260.00			
548	PRO CHEM, INC.	Invoice: 77043	COOLING BANDS FOR WATER		PO#: 1675		
	Inv Date: 07.17.2020	Inv Amt: 326.84	Payment: 0	Name:			
	Due Date: 08.16.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.17.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	COOLING BANDS FOR WATER PER LA	1.00	309.60	326.84		410-533-45200 Operating Suppl	
*** TOTAL ***			309.60	326.84			
1202	QUILL	Invoice: 8671285	MASKS FOR PUBLIC		PO#: 1676		
	Inv Date: 07.16.2020	Inv Amt: 299.90	Payment: 0	Name:			
	Due Date: 08.15.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.16.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	MASKS FOR PUBIC PER CHARLIE	1.00	299.90	299.90		001-510-44920 Miscellaneous E	
*** TOTAL ***			299.90	299.90			
1202	QUILL	Invoice: 8435149	DOOR NOTICE HOLDERS - ADMIN		PO#: 1663		
	Inv Date: 07.09.2020	Inv Amt: 31.99	Payment: 0	Name:			
	Due Date: 08.08.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.09.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
3	DOOR NOTICE HOLDERS	1.00	31.99	31.99		001-510-45100 Office Supplies	
*** TOTAL ***			31.99	31.99			

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Vendor	Name						
1202	QUILL	Invoice: 8466059		PAPER & SUPPLIES-BILLING/PLANI PO#: 1663			
	Inv Date: 07.09.2020	Inv Amt:	218.65	Payment: 0	Name:		
	Due Date: 08.08.2020	Retain:	0.00	Amt Paid: 0.00	Addr:		
	Disc Date: 07.09.2020	Discount:	0.00	Pd Date:			
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	COPY PAPER FOR BILLING-4 BOXES	1.00	205.45	199.96		001-519-45100 BILLING - OFFIC	
2	LEGAL PADS FOR PLANNING	1.00	18.69	18.69		001-515-45100 PLANNING - OFFI	
*** TOTAL ***			224.14	218.65			
1202	QUILL	Invoice: 8626838		MASKS FOR PUBLIC		PO#: 1673	
	Inv Date: 07.15.2020	Inv Amt:	294.90	Payment: 0	Name:		
	Due Date: 08.14.2020	Retain:	0.00	Amt Paid: 0.00	Addr:		
	Disc Date: 07.15.2020	Discount:	0.00	Pd Date:			
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	MASKS FOR PUBLIC PER CHARLIE	1.00	299.90	294.90		001-510-44920 Miscellaneous E	
*** TOTAL ***			299.90	294.90			
1202	QUILL	Invoice: 8609021		FREEZER BAGS FOR PARKS		PO#: 1672	
	Inv Date: 07.15.2020	Inv Amt:	24.74	Payment: 0	Name:		
	Due Date: 08.14.2020	Retain:	0.00	Amt Paid: 0.00	Addr:		
	Disc Date: 07.15.2020	Discount:	0.00	Pd Date:			
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
2	MASKS FOR PUBLIC & BAGGIES PER	1.00	24.74	24.74		001-510-44920 Miscellaneous E	
*** TOTAL ***			24.74	24.74			
1202	QUILL	Invoice: 8623003		HAND SOAP - ADMIN		PO#: 1672	
	Inv Date: 07.15.2020	Inv Amt:	27.71	Payment: 0	Name:		
	Due Date: 08.14.2020	Retain:	0.00	Amt Paid: 0.00	Addr:		
	Disc Date: 07.15.2020	Discount:	0.00	Pd Date:			
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	JANITORIAL SUPPLIES PER JAMES	1.00	27.71	27.71		001-510-45100 Office Supplies	
*** TOTAL ***			27.71	27.71			
1202	QUILL	Invoice: 8626847		VARIOUS SUPPLIES		PO#: 1672	
	Inv Date: 07.16.2020	Inv Amt:	435.38	Payment: 0	Name:		
	Due Date: 08.15.2020	Retain:	0.00	Amt Paid: 0.00	Addr:		
	Disc Date: 07.16.2020	Discount:	0.00	Pd Date:			
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	JANITORIAL SUPPLIES PER JAMES	0.00	233.98	233.98		001-510-45100 Office Supplies	
2	MASKS FOR PUBLIC & BAGGIES PER	0.00	300.15	201.40		001-510-44920 Miscellaneous E	
*** TOTAL ***			534.13	435.38			
1202	QUILL	Invoice: 8336235		CHAIR FOR CITY MANAGER -RETURN		PO#: 0	
	Inv Date: 07.07.2020	Inv Amt:	179.99	Payment: 0	Name:		
	Due Date: 08.06.2020	Retain:	0.00	Amt Paid: 0.00	Addr:		
	Disc Date: 07.07.2020	Discount:	0.00	Pd Date:			
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	CHAIR FOR CITY MANAGER'S OFFIC	0.00	0.00	179.99		001-510-44600 Bldg Maint & Fu	
*** TOTAL ***			0.00	179.99			
1202	QUILL	Invoice: 1032009-CREDIT		RETURN OF CITY MANAGER CHAIR		PO#: 0	

CITY OF FREEPORT
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Vendor	Name						
	Inv Date: 07.17.2020	Inv Amt:	179.99-	Payment: 0	Name:		
	Due Date: 08.16.2020	Retain:	0.00	Amt Paid: 0.00	Addr:		
	Disc Date: 07.17.2020	Discount:	0.00	Pd Date:			
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	RETURN OF CITY MANAGER CHAIR	0.00	0.00	179.99-		001-510-44600 Bldg Maint & Fu	
*** TOTAL ***			0.00	179.99-			
1202	QUILL	Invoice: 8669324		OFFICE SUPPLIES	PO#: 1658		
	Inv Date: 07.16.2020	Inv Amt:	33.42	Payment: 0	Name:		
	Due Date: 08.15.2020	Retain:	0.00	Amt Paid: 0.00	Addr:		
	Disc Date: 07.16.2020	Discount:	0.00	Pd Date:			
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	SUPPLIES WE RAN OUT OF WHILE I	1.00	33.42	33.42		001-510-45100 Office Supplies	
*** TOTAL ***			33.42	33.42			
1202	QUILL	Invoice: 8391187		OFFICE SUPPLIES	PO#: 1658		
	Inv Date: 07.06.2020	Inv Amt:	2.87	Payment: 0	Name:		
	Due Date: 08.05.2020	Retain:	0.00	Amt Paid: 0.00	Addr:		
	Disc Date: 07.06.2020	Discount:	0.00	Pd Date:			
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	SUPPLIES WE RAN OUT OF WHILE I	0.00	2.87	2.87		001-510-45100 Office Supplies	
*** TOTAL ***			2.87	2.87			
1202	QUILL	Invoice: 8376429		OFFICE SUPPLIES	PO#: 1658		
	Inv Date: 07.07.2020	Inv Amt:	212.89	Payment: 0	Name:		
	Due Date: 08.06.2020	Retain:	0.00	Amt Paid: 0.00	Addr:		
	Disc Date: 07.07.2020	Discount:	0.00	Pd Date:			
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	SUPPLIES WE RAN OUT OF WHILE I	0.00	222.89	212.89		001-510-45100 Office Supplies	
*** TOTAL ***			222.89	212.89			
1202	QUILL	Invoice: 8434842		SUPPLIES FOR PLANNING	PO#: 1660		
	Inv Date: 07.09.2020	Inv Amt:	94.79	Payment: 0	Name:		
	Due Date: 08.08.2020	Retain:	0.00	Amt Paid: 0.00	Addr:		
	Disc Date: 07.09.2020	Discount:	0.00	Pd Date:			
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	PAPER & PENS FOR PLANNING PER	1.00	94.79	94.79		001-515-45100 PLANNING - OFFI	
*** TOTAL ***			94.79	94.79			
1202	QUILL	Invoice: 8421765		SUPPLIES FOR PLANNING	PO#: 1660		
	Inv Date: 07.08.2020	Inv Amt:	120.17	Payment: 0	Name:		
	Due Date: 08.07.2020	Retain:	0.00	Amt Paid: 0.00	Addr:		
	Disc Date: 07.08.2020	Discount:	0.00	Pd Date:			
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	PAPER & PENS FOR PLANNING PER	0.00	125.17	120.17		001-515-45100 PLANNING - OFFI	
*** TOTAL ***			125.17	120.17			
1987	VISA	Invoice: GODADDY.COM.062120		RENEWAL PER MAYOR	PO#: 0		
	Inv Date: 06.21.2020	Inv Amt:	143.88	Payment: 0	Name:		
	Due Date: 07.21.2020	Retain:	0.00	Amt Paid: 0.00	Addr:		
	Disc Date: 06.21.2020	Discount:	0.00	Pd Date:			

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Vendor	Name						
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	RENEWAL OF GODADDY.COM PER MAY	0.00	0.00	143.88		001-510-45100 Office Supplies	
*** TOTAL ***			0.00	143.88			
1987	VISA	Invoice: PUBLIX.062520		CUPCAKES FOR TRAILS RIBBON CUT PO#: 1647			
	Inv Date: 06.25.2020	Inv Amt: 26.97	Payment: 0	Name:			
	Due Date: 07.25.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 06.25.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	PUBLIX CUPCAKES FOR RIBBON CUT	1.00	26.97	26.97		001-572-45200 Operating Suppl	
*** TOTAL ***			26.97	26.97			
1987	VISA	Invoice: IMPACT.SIGNS.070120		LIBRARY - LETTERS FOR RENAMING PO#: 1650			
	Inv Date: 07.01.2020	Inv Amt: 2,816.18	Payment: 0	Name:			
	Due Date: 07.31.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.01.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	SIGNS FOR RENAMING OF LIBRARY	1.00	2,816.18	2,816.18		001-571-44600 Bldg Maint & Fu	
*** TOTAL ***			2,816.18	2,816.18			
796	WALTON CONSTRUCTION SERVICE	Invoice: 2020/173		WATER BORE 3402 CR 83A E		PO#: 0	
	Inv Date: 07.15.2020	Inv Amt: 2,016.00	Payment: 0	Name:			
	Due Date: 08.14.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.15.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	WATER BORE - 3402 CR 83A EAST	0.00	0.00	2,016.00		410-533-43130 Outside Labor &	
*** TOTAL ***			0.00	2,016.00			
1982	HECTOR'S DL LANDSCAPE, LLC	Invoice: 07.12.2020		200 BALES PINE STRAW FOR PARKS PO#: 1682			
	Inv Date: 07.12.2020	Inv Amt: 1,320.00	Payment: 0	Name:			
	Due Date: 08.11.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.12.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	220 BALES OF PINE STRAW INSTAL	1.00	1,320.00	1,320.00		001-572-44660 R&M - Sports Co	
*** TOTAL ***			1,320.00	1,320.00			
682	ODIS BROWN A/C & HEATING SVC	Invoice: 4681		A/C UNIT FOR PARKS		PO#: 1665	
	Inv Date: 07.20.2020	Inv Amt: 4,420.00	Payment: 0	Name:			
	Due Date: 08.19.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.20.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	5 TON BRYANT A/C FOR SPORTS CO	1.00	4,420.00			001-572-44660 R&M - Sports Co Y	
				4,420.00		001-572-46400 Equipment Minor<\$10	
*** TOTAL ***			4,420.00	4,420.00			
2146	DIAMOND MAPS	Invoice: 2331		ASSET MANAGEMENT MAPPING		PO#: 0	
	Inv Date: 05.26.2020	Inv Amt: 300.00	Payment: 0	Name:			
	Due Date: 06.25.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 05.26.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	ASSET MANAGEMENT MAPPING FOR S	0.00	0.00	300.00		420-535-44620 System Maint &	

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*** TOTAL ***			0.00	300.00			
1618	RUSS BARLEY	Invoice: MILEAGE.JUNE-JULY.20		MILEAGE FOR JUNE/JULY 2020		PO#: 0	
	Inv Date: 07.20.2020	Inv Amt:	73.87	Payment: 0	Name:		
	Due Date: 08.19.2020	Retain:	0.00	Amt Paid: 0.00	Addr:		
	Disc Date: 07.20.2020	Discount:	0.00	Pd Date:			
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	MAYOR'S MILEAGE FOR JUNE/JULY	0.00	0.00	73.87		001-510-44010 Travel Expense-	
*** TOTAL ***			0.00	73.87			
2133	SOUTHERN HOSPITALITY LAWN CARE	Invoice: 2320		MONTHLY RIGHT-OF-WAY MAINTENAN		PO#: 0	
	Inv Date: 08.01.2020	Inv Amt:	7,000.00	Payment: 0	Name:		
	Due Date: 08.31.2020	Retain:	0.00	Amt Paid: 0.00	Addr:		
	Disc Date: 08.01.2020	Discount:	0.00	Pd Date:			
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	MONTHLY RIGHT-OF-WAY MAINTENAN	0.00	0.00	7,000.00		001-541-43130 Outside Labor &	
*** TOTAL ***			0.00	7,000.00			
42	WALTON CO. SHERIFF'S OFFICE	Invoice: AUGUST2020		AUG 2020 INMATE WORK CREW		PO#: 0	
	Inv Date: 07.13.2020	Inv Amt:	4,914.34	Payment: 0	Name:		
	Due Date: 08.12.2020	Retain:	0.00	Amt Paid: 0.00	Addr:		
	Disc Date: 07.13.2020	Discount:	0.00	Pd Date:			
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	STREETS - INMATE WORK CREW AUG	0.00	0.00	3,685.75		001-541-43130 Outside Labor &	
2	PARKS - INMATE WORK CREW AUG 2	0.00	0.00	1,228.59		001-572-43130 Outside Labor &	
*** TOTAL ***			0.00	4,914.34			
548	PRO CHEM, INC.	Invoice: 76779		PREVENTATIVE SAFETY		PO#: 1662	
	Inv Date: 07.15.2020	Inv Amt:	133.68	Payment: 0	Name:		
	Due Date: 08.14.2020	Retain:	0.00	Amt Paid: 0.00	Addr:		
	Disc Date: 07.15.2020	Discount:	0.00	Pd Date:			
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	PREVENTATIVE SAFETY SUPPLIES F	0.00	32.79	133.68		410-533-45200 Operating Suppl	
*** TOTAL ***			32.79	133.68			
2240	JOHNSTONE SUPPLY	Invoice: CREDIT-SEWER.LIGHT		LIGHTS		PO#: 1684	
	Inv Date: 07.23.2020	Inv Amt:	379.00-	Payment: 0	Name:		
	Due Date: 08.22.2020	Retain:	0.00	Amt Paid: 0.00	Addr:		
	Disc Date: 07.23.2020	Discount:	0.00	Pd Date:			
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
4	CREDIT LIGHT FOR SEWER	0.00	0.00	379.00-		420-535-44600 Bldg Maint & Fu	
*** TOTAL ***			0.00	379.00-			
*** GRAND TOTALS ***			16,657.16	36,004.84	0.00	DISCOUNTS	

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Account Number	Description	Debits	Credits	Other	
001-20200	Accounts Payable	179.99	27,836.32-	0.00	
001-24100	Encumbrance Reserve	13,496.04	0.00	0.00	
001-24300	Encumbrances	0.00	13,496.04-	0.00	
001-510-42610	Employee Screening expense	38.50	0.00	0.00	
001-510-43130	Outside Labor & Services	640.00	0.00	0.00	
001-510-44010	Travel Expense-Mayor & Council	73.87	0.00	0.00	
001-510-44100	Telephone Expense	595.91	0.00	0.00	
001-510-44600	Bldg Maint & Furniture	179.99	179.99-	0.00	
001-510-44690	Grounds Maintenance	1,895.00	0.00	0.00	
001-510-44690	Grounds Maintenance	0.00	0.00	1,895.00	ENC LIQ
001-510-44920	Miscellaneous Exp	820.94	0.00	0.00	
001-510-44920	Miscellaneous Exp	0.00	0.00	924.69	ENC LIQ
001-510-45100	Office Supplies	686.74	0.00	0.00	
001-510-45100	Office Supplies	0.00	0.00	552.86	ENC LIQ
001-515-44100	Planning - Telephone	84.28	0.00	0.00	
001-515-44600	Planning - Bldg Maint. & Furni	758.00	0.00	0.00	
001-515-44600	Planning - Bldg Maint. & Furni	0.00	0.00	758.00	ENC LIQ
001-515-45100	PLANNING - OFFICE SUPPLIES	233.65	0.00	0.00	
001-515-45100	PLANNING - OFFICE SUPPLIES	0.00	0.00	238.65	ENC LIQ
001-519-45100	BILLING - OFFICE SUPPLIES	199.96	0.00	0.00	
001-519-45100	BILLING - OFFICE SUPPLIES	0.00	0.00	205.45	ENC LIQ
001-541-43130	Outside Labor & Services	10,685.75	0.00	0.00	
001-571-44600	Bldg Maint & Furniture	2,816.18	0.00	0.00	
001-571-44600	Bldg Maint & Furniture	0.00	0.00	2,816.18	ENC LIQ
001-572-43130	Outside Labor & Services	1,228.59	0.00	0.00	
001-572-44100	Telephone Expense	793.75	0.00	0.00	
001-572-44660	R&M - Sports Complex	1,320.00	0.00	0.00	
001-572-44660	R&M - Sports Complex	0.00	0.00	5,740.00	ENC LIQ
001-572-45200	Operating Supplies & Mat	365.21	0.00	0.00	
001-572-45200	Operating Supplies & Mat	0.00	0.00	365.21	ENC LIQ
001-572-46400	Equipment Minor<\$10,000	4,420.00	0.00	0.00	
FUND TOTALS		41,512.35	41,512.35-	13,496.04	
410-20200	Accounts Payable	0.00	3,833.38-	0.00	
410-24100	Encumbrance Reserve	721.39	0.00	0.00	
410-24300	Encumbrances	0.00	721.39-	0.00	
410-533-43130	Outside Labor & Services	2,016.00	0.00	0.00	
410-533-44100	Telephone Expense	977.86	0.00	0.00	
410-533-44600	Bldg Maint & Furniture	379.00	0.00	0.00	
410-533-44600	Bldg Maint & Furniture	0.00	0.00	379.00	ENC LIQ
410-533-45200	Operating Supplies & Mat	460.52	0.00	0.00	
410-533-45200	Operating Supplies & Mat	0.00	0.00	342.39	ENC LIQ
FUND TOTALS		4,554.77	4,554.77-	721.39	
412-20200	Accounts Payable	0.00	42.35-	0.00	
412-534-44100	Telephone Expense	42.35	0.00	0.00	
FUND TOTALS		42.35	42.35-	0.00	
420-20200	Accounts Payable	379.00	4,051.78-	0.00	
420-24100	Encumbrance Reserve	2,439.73	0.00	0.00	
420-24300	Encumbrances	0.00	2,439.73-	0.00	
420-535-43135	Outside Lab Services	260.00	0.00	0.00	
420-535-44100	Telephone Expense	1,790.05	0.00	0.00	
420-535-44600	Bldg Maint & Furniture	439.00	379.00-	0.00	

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Account Number	Description	Debits	Credits	Other	
420-535-44600	Bldg Maint & Furniture	0.00	0.00	379.00	ENC LIQ
420-535-44620	System Maint & Repairs	300.00	0.00	0.00	
420-535-44920	Miscellaneous Exp	2.00	0.00	0.00	
420-535-45200	Operating Supplies & Mat	2,060.73	0.00	0.00	
420-535-45200	Operating Supplies & Mat	0.00	0.00	2,060.73	ENC LIQ
FUND TOTALS		7,670.51	7,670.51-	2,439.73	
901-280-57200	Provided for Culture & Recreat	0.00	4,420.00-	0.00	
901-572-16690	Parks - Equipment	4,420.00	0.00	0.00	
FUND TOTALS		4,420.00	4,420.00-	0.00	
GRAND TOTALS		58,199.98	58,199.98-	16,657.16	

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Vendor	Name						
9	CENTURY LINK	Invoice: 07.19.2020	LANDLINE TELEPHONE SERVICE	PO#: 0			
	Inv Date: 07.19.2020	Inv Amt: 442.77	Payment: 0	Name:			
	Due Date: 08.18.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.19.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	WATER - LANDLINE TELEPHONES	0.00	0.00	294.87		410-533-44100 Telephone Expen	
2	SEWER - LANDLINE TELEPHONES	0.00	0.00	147.90		420-535-44100 Telephone Expen	
*** TOTAL ***			0.00	442.77			
1853	RITEWAY	Invoice: 20-31858	WATER OPERATING DEPOSIT SLIPS	PO#: 1664			
	Inv Date: 07.22.2020	Inv Amt: 69.92	Payment: 0	Name:			
	Due Date: 08.21.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.22.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	DEPOSIT SLIPS FOR WATER OPERAT	1.00	69.92	69.92		001-513-45100 FINANCE - OFFIC	
*** TOTAL ***			69.92	69.92			
1791	ROBERT HOKE	Invoice: SECURITY.072320	SECURITY FOR 7/23/20 COUNCIL	PO#: 0			
	Inv Date: 07.23.2020	Inv Amt: 120.00	Payment: 0	Name:			
	Due Date: 08.22.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.23.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	SECURITY FOR 7/23/20 COUNCIL M	0.00	0.00	120.00		001-510-43130 Outside Labor &	
*** TOTAL ***			0.00	120.00			
93	CITY OF FREEPORT	Invoice: 07.22.2020	WATER/SEWER CITY OF FREEPORT	PO#: 0			
	Inv Date: 07.22.2020	Inv Amt: 2,889.02	Payment: 0	Name:			
	Due Date: 08.21.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.22.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	ADMIN - WATER/SEWER	0.00	0.00	306.17		001-510-44300 Utilities	
2	PLANNING - WATER/SEWER	0.00	0.00	68.48		001-515-44300 Planning - Util	
3	PARKS & REC - WATER/SEWER	0.00	0.00	2,318.87		001-572-44300 Utilities	
4	LIBRARY - WATER/SEWER	0.00	0.00	39.76		001-571-44300 Utilities	
5	STREETS - WATER/SEWER	0.00	0.00	76.47		001-541-44300 Utilities	
6	WATER - WATER/SEWER	0.00	0.00	49.74		410-533-44300 Utilities	
7	SEWER - WATER/SEWER	0.00	0.00	29.53		420-535-44300 Utilities	
*** TOTAL ***			0.00	2,889.02			
2233	DRIVE SAVERS, INC.	Invoice: 1008061	COMPUTER HARD DRIVE FOR SEWER	PO#: 1607			
	Inv Date: 06.03.2020	Inv Amt: 1,962.60	Payment: 0	Name:			
	Due Date: 07.03.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 06.03.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	HARD DRIVE RECOVERY & FLASH DR	1.00	1,962.60	1,962.60		420-535-44610 Vehicle & Equip	
*** TOTAL ***			1,962.60	1,962.60			
1154	FL DEPT ENVIRONMENTAL PROTECTN	Invoice: 063161	DRINKING WATER ANNUAL LICENSE	PO#: 0			
	Inv Date: 07.15.2020	Inv Amt: 6,000.00	Payment: 0	Name:			
	Due Date: 08.14.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.15.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA

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1	DRINKING WATER ANNUAL OPERATIN	0.00	0.00	6,000.00	410-533-43015	Taxes & Permits

*** TOTAL ***

0.00 6,000.00

1819 DEWBERRY ENGINEERS INC Invoice: 1853850 US 331 WATER DISTRIBUTION MAIN PO#: 0
Inv Date: 07.22.2020 Inv Amt: 9,350.00 Payment: 0 Name:
Due Date: 08.21.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 07.22.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	US 331 WATER DISTRIBUTION MAIN	0.00	0.00	9,350.00		410-16490 Water Dept Infrastr	

*** TOTAL ***

0.00 9,350.00

1819 DEWBERRY ENGINEERS INC Invoice: 1853848 WEST BAY LOOP WASTEWATER IMPRO PO#: 0
Inv Date: 07.22.2020 Inv Amt: 4,000.00 Payment: 0 Name:
Due Date: 08.21.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 07.22.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	WEST BAY LOOP WASTEWATER IMPRO	0.00	0.00	4,000.00		420-16490 Sewer Dept Infrastr	

*** TOTAL ***

0.00 4,000.00

1819 DEWBERRY ENGINEERS INC Invoice: 1853860 US 331 NORTH SEWER EXPANSION PO#: 0
Inv Date: 07.22.2020 Inv Amt: 12,750.00 Payment: 0 Name:
Due Date: 08.21.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 07.22.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	US 331 NORTH SEWER EXPANSION	0.00	0.00	12,750.00		420-16490 Sewer Dept Infrastr	

*** TOTAL ***

0.00 12,750.00

1819 DEWBERRY ENGINEERS INC Invoice: 1853838 PRELIMIARY PH 1 WW IMPROVEMENT PO#: 0
Inv Date: 07.22.2020 Inv Amt: 17,900.00 Payment: 0 Name:
Due Date: 08.21.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 07.22.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	PRELIMIARY PH 1 WASTEWATER IMP	0.00	0.00	17,900.00		420-16490 Sewer Dept Infrastr	

*** TOTAL ***

0.00 17,900.00

1819 DEWBERRY ENGINEERS INC Invoice: 1853792 LATITUDE APS INITIAL REVIEW PO#: 0
Inv Date: 07.22.2020 Inv Amt: 800.00 Payment: 0 Name:
Due Date: 08.21.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 07.22.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	LATITUDE APARTMENTS - INITIAL	0.00	0.00	800.00		001-515-43160 PLANNING - REVI	

*** TOTAL ***

0.00 800.00

1819 DEWBERRY ENGINEERS INC Invoice: 1853871 GREEN AIR FACILITY INITIAL RVW PO#: 0
Inv Date: 07.22.2020 Inv Amt: 800.00 Payment: 0 Name:
Due Date: 08.21.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 07.22.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	GREEN AIR FACILITY INITIAL REV	0.00	0.00	800.00		001-515-43160 PLANNING - REVI	

*** TOTAL ***

0.00 800.00

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1819	DEWBERRY ENGINEERS INC	Invoice: 1860127	FP WAREHOUSES WATER/SEWER LTR PO#: 0				
	Inv Date: 07.22.2020	Inv Amt: 250.00	Payment: 0	Name:			
	Due Date: 08.21.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.22.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	FREEPORT WAREHOUSES WATER/SEWE	0.00	0.00	250.00		001-515-43160 PLANNING - REVI	
*** TOTAL ***			0.00	250.00			
1665	SHANNON BONDS	Invoice: 125-JULY2020	POOL SERVICE JULY 2020 PO#: 0				
	Inv Date: 07.25.2020	Inv Amt: 1,650.00	Payment: 0	Name:			
	Due Date: 08.24.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.25.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	POOL SERVICE JULY 2020	0.00	0.00	1,650.00		001-572-44680 R&M - Community	
*** TOTAL ***			0.00	1,650.00			
2032	POOL EQUIPMENT & SUPPLY	Invoice: 5281142	BLUE/WHITE ROPE FOR POOL PO#: 0				
	Inv Date: 07.24.2020	Inv Amt: 25.00	Payment: 0	Name:			
	Due Date: 08.23.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.24.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	BLUE/WHITE ROPE FOR POOL	0.00	0.00	25.00		001-572-44680 R&M - Community	
*** TOTAL ***			0.00	25.00			
820	COASTAL EQUIP RENTAL OF SW	Invoice: 131518	BLOWERS FOR PARKS PO#: 1698				
	Inv Date: 07.29.2020	Inv Amt: 1,274.88	Payment: 0	Name:			
	Due Date: 08.28.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.29.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	FOR EQUIPMENT PURCHASE (THREE	1.00	1,274.88			001-541-44690 GROUND MAINTENA	
				1,274.88		001-572-45200 Operating Supplies	
*** TOTAL ***			1,274.88	1,274.88			
820	COASTAL EQUIP RENTAL OF SW	Invoice: 131366	THREE TRIMMERS FOR PARKS PO#: 1689				
	Inv Date: 07.29.2020	Inv Amt: 994.38	Payment: 0	Name:			
	Due Date: 08.28.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.29.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	EQUIPMENT PURCHASE (THREE TRIM	1.00	994.37			001-572-46400 Equipment Minor	
				994.38		001-572-45200 Operating Supplies	
*** TOTAL ***			994.37	994.38			
805	COX COMMUNICATIONS	Invoice: 7.20.20-8.19.20	PHONE/INTERNET THRU 8/19.20 PO#: 0				
	Inv Date: 07.23.2020	Inv Amt: 311.45	Payment: 0	Name:			
	Due Date: 08.22.2020	Retain: 0.00	Amt Paid: 0.00	Addr:			
	Disc Date: 07.23.2020	Discount: 0.00	Pd Date:				
Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	PHONE/INTERNET - ADMIN	0.00	0.00	179.91		001-510-44100 Telephone Expen	
2	PHONE/INTERNET - WATER	0.00	0.00	79.99		410-533-44100 Telephone Expen	
3	PHONE/INTERNET - PLANNING	0.00	0.00	51.55		001-515-44100 Planning - Tele	

CITY OF FREEPORT
Print Invoice Edit Report for Batch: 13448

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Vendor	Name
*** TOTAL ***	0.00 311.45

1908 LEAF Invoice: 10856651 ADMIN/SEWER SERVER LEASE PO#: 0

Inv Date: 07.21.2020 Inv Amt: 390.03 Payment: 0 Name:
Due Date: 08.20.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 07.21.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	SERVER LEASE - ADMIN	0.00	0.00	292.52		001-510-44400 Equipment Lease	
2	SERVER LEASE - SERVER	0.00	0.00	97.51		420-535-44400 Equipment Lease	

*** TOTAL *** 0.00 390.03

548 PRO CHEM, INC. Invoice: 77533 SEWER - SANITIZING SUPPLIES PO#: 1687

Inv Date: 07.22.2020 Inv Amt: 1,282.20 Payment: 0 Name:
Due Date: 08.21.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 07.22.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	SANITIZING SUPPLIES FOR SEWER	1.00	1,282.20	1,282.20		420-535-45200 Operating Suppl	

*** TOTAL *** 1,282.20 1,282.20

1955 FUTURE LABS, INC. Invoice: 20-63DN-JULY WATER SAMPLING FREEPORT/NORTHB PO#: 0

Inv Date: 07.27.2020 Inv Amt: 984.00 Payment: 0 Name:
Due Date: 08.26.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 07.27.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	DRINKING WATER SAMPLING - FREE	0.00	0.00	836.00		410-533-43135 Outside Lab Ser	
2	DRINKING WATER SAMPLING - NORT	0.00	0.00	148.00		412-534-43135 Outside Lab Ser	

*** TOTAL *** 0.00 984.00

1248 BAY AREA AWARDS & ENGRAVING Invoice: 48326 NAMEPLATE & NAMETAG FOR MALANI PO#: 0

Inv Date: 07.27.2020 Inv Amt: 52.00 Payment: 0 Name:
Due Date: 08.26.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 07.27.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	NAMEPLATE & NAMETAG FOR MALANI	0.00	0.00	52.00		001-510-45100 Office Supplies	

*** TOTAL *** 0.00 52.00

2108 MARCUM LLP Invoice: 101432517 AUDITING - MAY/JUNE 2020 PO#: 0

Inv Date: 06.30.2020 Inv Amt: 16,608.00 Payment: 0 Name:
Due Date: 07.30.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 06.30.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	AUDITING - MAY / JUNE 2020	0.00	0.00	16,608.00		001-513-43200 FINANCE - AUDIT	

*** TOTAL *** 0.00 16,608.00

989 LAKESIDE EQUIPMENT Invoice: 900930 SEWER SUPPLIES PO#: 1674

Inv Date: 07.30.2020 Inv Amt: 2,357.00 Payment: 0 Name:
Due Date: 08.29.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 07.30.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	EQUIPMENT FOR SEWER PER ROBERT	1.00	2,357.00	2,357.00		420-535-44610 Vehicle & Equip	

*** TOTAL *** 2,357.00 2,357.00

CITY OF FREEPORT
Print Invoice Edit Report for Batch: 13448

Batch: 13448 / Period: 07.30.2020 /Sorted By: Input Order

Vendor	Name
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30 UTILITY SUPPLY OF AMERICA Invoice: 268410 PARTS FOR SEWER PO#: 1635
Inv Date: 06.16.2020 Inv Amt: 369.21 Payment: 0 Name:
Due Date: 07.16.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 06.16.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	SUPPLIES FOR SEWER PER ROBERT	0.00	292.97	369.21		420-535-45200 Operating Suppl	
*** TOTAL ***			292.97	369.21			

30 UTILITY SUPPLY OF AMERICA Invoice: 297729 SUPPLIES FOR SEWER PO#: 1680
Inv Date: 07.16.2020 Inv Amt: 177.28 Payment: 0 Name:
Due Date: 08.15.2020 Retain: 0.00 Amt Paid: 0.00 Addr:
Disc Date: 07.16.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	SEWER SUPPLIES PER ROBERT	1.00	177.66	177.28		420-535-45200 Operating Suppl	
*** TOTAL ***			177.66	177.28			

*** GRAND TOTALS *** 8,411.60 83,809.74 0.00 DISCOUNTS

CITY OF FREEPORT
Print Invoice Edit Report for Batch: 13448

Batch: 13448 / Period: 07.30.2020 /Sorted By: Input Order

Account Number	Description	Debits	Credits	Other	
001-20200	Accounts Payable	0.00	25,977.91-	0.00	
001-24100	Encumbrance Reserve	2,339.17	0.00	0.00	
001-24300	Encumbrances	0.00	2,339.17-	0.00	
001-510-43130	Outside Labor & Services	120.00	0.00	0.00	
001-510-44100	Telephone Expense	179.91	0.00	0.00	
001-510-44300	Utilities	306.17	0.00	0.00	
001-510-44400	Equipment Lease	292.52	0.00	0.00	
001-510-45100	Office Supplies	52.00	0.00	0.00	
001-513-43200	FINANCE - AUDITING SERVICES	16,608.00	0.00	0.00	
001-513-45100	FINANCE - OFFICE SUPPLIES	69.92	0.00	0.00	
001-513-45100	FINANCE - OFFICE SUPPLIES	0.00	0.00	69.92	ENC LIQ
001-515-43160	PLANNING - REVIEW FEES	1,850.00	0.00	0.00	
001-515-44100	Planning - Telephone	51.55	0.00	0.00	
001-515-44300	Planning - Utilities	68.48	0.00	0.00	
001-541-44300	Utilities	76.47	0.00	0.00	
001-541-44690	GROUND MAINTENANCE	0.00	0.00	1,274.88	ENC LIQ
001-571-44300	Utilities	39.76	0.00	0.00	
001-572-44300	Utilities	2,318.87	0.00	0.00	
001-572-44680	R&M - Community Pool	1,675.00	0.00	0.00	
001-572-45200	Operating Supplies & Mat	2,269.26	0.00	0.00	
001-572-46400	Equipment Minor<\$10,000	0.00	0.00	994.37	ENC LIQ
FUND TOTALS		28,317.08	28,317.08-	2,339.17	
410-16490	Water Dept Infrastructure/Impr	9,350.00	0.00	0.00	
410-20200	Accounts Payable	0.00	16,610.60-	0.00	
410-533-43015	Taxes & Permits	6,000.00	0.00	0.00	
410-533-43135	Outside Lab Services	836.00	0.00	0.00	
410-533-44100	Telephone Expense	374.86	0.00	0.00	
410-533-44300	Utilities	49.74	0.00	0.00	
FUND TOTALS		16,610.60	16,610.60-	0.00	
412-20200	Accounts Payable	0.00	148.00-	0.00	
412-534-43135	Outside Lab Services	148.00	0.00	0.00	
FUND TOTALS		148.00	148.00-	0.00	
420-16490	Sewer Dept Infrastructure/Impr	34,650.00	0.00	0.00	
420-20200	Accounts Payable	0.00	41,073.23-	0.00	
420-24100	Encumbrance Reserve	6,072.43	0.00	0.00	
420-24300	Encumbrances	0.00	6,072.43-	0.00	
420-535-44100	Telephone Expense	147.90	0.00	0.00	
420-535-44300	Utilities	29.53	0.00	0.00	
420-535-44400	Equipment Lease	97.51	0.00	0.00	
420-535-44610	Vehicle & Equip Maint	4,319.60	0.00	0.00	
420-535-44610	Vehicle & Equip Maint	0.00	0.00	4,319.60	ENC LIQ
420-535-45200	Operating Supplies & Mat	1,828.69	0.00	0.00	
420-535-45200	Operating Supplies & Mat	0.00	0.00	1,752.83	ENC LIQ
FUND TOTALS		47,145.66	47,145.66-	6,072.43	
GRAND TOTALS		92,221.34	92,221.34-	8,411.60	

City of Freeport
BUDGET WORKSHOP MINUTES
July 16, 2020

1. Meeting Called to Order

The Budget Workshop was called to order at 5:30 pm in City Hall Council Chambers by Mayor Barley.

Council members present: Amanda Green, Mayor Russ Barley, Eddie Farris, and Mark Martin.

Staff present: Sara Bowers, Latilda Neel and Charlie Simmons.

Mayor Barley remarked that (new City Clerk) Malani would start of Monday.

2. 2020-2021 Budget

Mayor Barley turned the meeting over to Finance Officer Sara Bowers

Bowers presented the following:

- List of potential dates for budget hearings:
 - 1st Hearing on Tuesday September 8, 2020 at 5:05 pm
 - 2nd Hearing on Monday September 21, 2020 at 5:05 pm
- Millage: to remain the same
- Discussion of timelines and process
- Resolution for capacity fee rates does not account for CPI

The Council and staff discussed the rates and issues with explaining the fees to citizens.

City of Freeport
BUDGET WORKSHOP MINUTES
July 16, 2020

- Next budget meeting: capital improvement projects and salaries.

Director Simmons remarked that Planning needs a deputy director. The new budget would have a Facilities Manager who could also conduct some site inspections for Planning. Simmons also noted that the Parks Budget is being decreased and that amount that would cover both positions.

The Council discussed the parks and other city property.

3. Public Comment

There were no public comments.

4. Adjournment

Mayor Barley adjourned the workshop at 6:21 pm.

City of Freeport
BUDGET WORKSHOP MINUTES
July 21, 2020

1. Meeting Called to Order

The Budget Workshop was called to order at 5:30 pm in City Hall Council Chambers by Mayor Barley.

Council members present: Amanda Green, Mayor Russ Barley, Eddie Farris, and Mark Martin.

Staff present: Finance Office Sara Bowers, City Attorney Clay Adkinson, Planning Director Latilda Neel, City Clerk Malani Robinson and Parks Director/Project Manager Charlie Simmons.

Attorney Adkinson addressed the Council. The meeting notice published for the July 21, 2020 Budget Workshop did not get placed on the city website. Therefore, in order to cure a potential Sunshine Law issue, the meeting recording from that meeting would be heard in its entirety at this meeting.

2. July 21, 2020 Budget Workshop Recording

Director Neel played the recording of the July 21, 2020 meeting.

Following the playing of the recording in its entirety, Attorney Adkinson addressed each of the council members present in turn and asked them the following: "Is the recording you just heard an accurate recording of the meeting that took place on July 16, 2020?"

Councilwoman Green: "It is."

Mayor Barley: "It is."

Councilman Farris: "It is".

Councilman Martin: "It is".

City of Freeport
BUDGET WORKSHOP MINUTES
July 21, 2020

Other discussion: The Council discussed social distancing and the ability to keep business going.

Director Neel remarked that Planning & Zoning had been able to keep business running smoothly using teleconferencing and video meetings; also looking at software programs for submitting permit applications on-line.

3. Public Comment

There were no public comments.

4. Adjournment

Mayor Barley adjourned the workshop at 6:22 pm.

City of Freeport
REGULAR CITY COUNCIL MEETING MINUTES
July 23, 2020

1. Meeting Called to Order

The July 23, 2020 City of Freeport City Regular City Council Meeting was called to Order at 6:00PM by Mayor Russ Barley. The meeting was held in City Council Chambers of Freeport City Hall.

Council Members Present: Mayor Russ Barley, Councilwoman Elizabeth Brannon, Councilwoman Amanda Green, Councilwoman Elizabeth Heffner, Councilman Eddie Farris, and Councilman Mark Martin.

Staff Present: City Attorney Clay Adkinson, City Director Latilda Hughes-Neel, Finance Officer Sara Bowers, Utility Billing Manager Debbie Roberts, City Clerk Malani Robinson.

2. Invocation and Pledge of Allegiance

The invocation was given by Councilman Farris, followed by the Pledge of Allegiance to the American Flag.

Due to an error in scheduling the following changes were made to the Agenda:
Continued to point 6 of the Agenda.

The Mayor recognized guest Brian Michie, the Freeport High School assistant principal.

3. Consent Agenda

- a. Bills (Tab 1)
- b. Revenue and Expenditure Report through June 2020 (Tab 2)
- c. Special Council Meeting Minutes July 7, 2020 (Tab 3)

4. Public Comment on Consent Agenda- none.

5. Approval of Consent Agenda

City of Freeport
REGULAR CITY COUNCIL MEETING MINUTES
July 23, 2020

BOARD ACTION: Motioned by Councilman Martin. Seconded by: Councilman Farris. All ayes: motion carried.

6. Consideration of Additions/Deletions to the Agenda

- Councilwoman Brannon added discussion item Special Events and Benefit fundraisers.
- Finance Officer Sara Bowers set next Budget Workshop and approval of the check signers.
- City Attorney Adkinson asked that Set Budget Workshop and Finance Tab 5 be held until after 6:30PM, due to an error in scheduling on the public website and public notices.

7. Approval of Agenda with Additions/Deletions

Mayor Barley sought approval for additions/deletions of the meeting's agenda.

BOARD ACTION: Motioned by Councilwoman Brannon. Seconded by: Councilwoman Green. All ayes: motion carried.

8. Staff Reports

- a. Water- none
- b. Sewer-none
- c. Parks/Projects-none
- d. City Clerk-none
- e. Billing
 - i. Updates- Utility Billing Manager Roberts informed the Council that there were 53 delinquent accounts that had reached the 90 day past due period: only 3 responses. The Council reviewed the following methods used to notify the delinquent account holders: letters, phone calls, door hangers, and bill inserts. Council Members also inquired as

City of Freeport
REGULAR CITY COUNCIL MEETING MINUTES
July 23, 2020

to whether there were any new complaints or concerns from the public regarding the new commercial rates going into effect. A plan of action to remedy the accounts was discussed, late fees would begin in the new billing cycle.

f. Director

- ii. **April Court Abandonment (Tab 6)**- Clarification on the size of the abandonment and why it was being abandoned was discussed. City Attorney Adkinson was requested to give legal counsel on the process of abandonment, he declined due to legalities of a public hearing. City Director Hughes-Neel asked for permission to set a public hearing for the second meeting in August and to place a ¼ ad in the newspaper.

BOARD ACTION Motioned by: Councilman Martin. Seconded by: Councilman Farris. All ayes: motion carried.

- iii. **Garrett SSA/1st Reading-Advertise for 2nd Reading (Tab 7)** City Director Hughes-Neel explained the request. For the current owner to redevelop the property to maintain his business the zoning would need to be consistent with the actual property use.

BOARD ACTION Motioned by: Councilman Farris. Seconded by: Councilwoman Brannon. All ayes: motion carried.

- iv. **Garrett RZ/1st Reading-Advertise for 2nd Reading (Tab 7)** City Director Hughes Neel explained the request.
- v. **Bluffs LSA-2nd Reading-Adoption (Tab 8)** – City Director Hughes-Neel presented draft and map. Requested that the zoning be changed to urban development. Owner may have to relocate ; however, the zoning would remedy

City of Freeport
REGULAR CITY COUNCIL MEETING MINUTES
July 23, 2020

this and allow continued use of the property in the same way it is currently being used.

BOARD ACTION: Motioned by: Councilman Farris. Seconded by: Councilwoman Brannon. All ayes: motion carried.

vi. Bluffs RZ-2nd Reading-Adoption (Tab 9)

BOARD ACTION: Motioned by: Councilwoman Brannon. Seconded by: Councilman Farris. All ayes: motion carried.

- vii. Riverwalk-Portion of Plat Vacated (Tab 10) – Mr. Bob McGill** clarified the reasonings for coming before the Freeport City Council with a proposal for vacating a portion of the plat. To accommodate better traffic flow and to create transitional use the portion of the plat would be vacated.

BOARD ACTION: Motioned by: Councilwoman Brannon. Seconded by: Councilwoman Green. All ayes: motion carried.

- viii. Update-Restore Act Funding (Tab 11)** -The City was awarded \$250,000 in grant funding, and it is now available to be released. The Council asked for clarification on oversight and allocation of the funds by Walton County. City Director Hughes-Neel proposed that Mrs. Gates (Walton Co. Restore Act Manager) come speak to the Freeport City Council at the next meeting to explain the technicalities of releasing the funds.

- 9. Recognition of Guests—**Ms. Walton County, Ms. DeFuniak Springs and Ms. Freeport Queens photo – As ambassadors the Walton County Queens from the city of DeFuniak Springs and Freeport had a photo-op with the City Council Members. Mayor Barley also recognized “Mr. Boots” McCormick a candidate for Walton County Commissioner, as he entered the meeting.

City of Freeport
REGULAR CITY COUNCIL MEETING MINUTES
July 23, 2020

10. Clayton Bloom-Requesting water bill adjustment (Tab12) – Utility Billing Manager Roberts informed the Council that Mr.Bloom had a water leakage that occurred across two billing cycles therefore he was requesting a second leak adjustment.

11. Legal

- i. Resolution to Provide Updated Information, as of July 31, 2020, to Ordinance 98-4 -City Attorney Adkinson requested an extension on the notice; unable to get ads out in a timely manner.

12. Finance

- i. Approval to advertise for Interim Financing on the WWTP (Tab 4) –

BOARD ACTION: Motioned by: Councilman Farris. Seconded by: Councilwoman Brannon. All ayes: motion carried.

- ii. Set tentative millage and first public hearing date (Tab 5) – Motion to have the millage rate remain the same at 4.7302.

BOARD ACTION: Motioned by: Councilman Martin. Seconded by: Councilwoman Heffner. All ayes: motion carried.

- iii. Motion to set the first Public Hearing date Workshop to Tuesday, September 8, 2020 at 5:05 PM.

BOARD ACTION: Motioned by: Councilman Farris. Seconded by: Councilwoman Heffner. All ayes: motion carried.

- iv. Motion to set the next Budget Workshop Date for Thursday August 6, 2020 at 5:30 PM

BOARD ACTION: Motioned by: Councilwoman Brannon. Seconded by: Councilwoman Heffner. All ayes: motion carried.

City of Freeport
REGULAR CITY COUNCIL MEETING MINUTES
July 23, 2020

- v. Motion to establish the three approved check signers as Mayor Barley, City Councilman President Eddie Farris, and City Clerk Malani Robinson.

BOARD ACTION: Motioned by: Councilwoman Heffner. Seconded by: Councilwoman Brannon. All ayes: motion carried.

13. Old Business

- a. **City Manager Ordinance revision- First Reading-** City Attorney Adkinson presented revisions for the City Manager Ordinance 2019-11. Recommendations:

- i. Create a new section-2-44 Subsection 5, providing for a waiver of qualifications in temporary hiring scenarios.
- ii. Amending Chapter 2 Administrative Article III Officers & Employees, Division 1 City Manager, Section 2-45 duties to delete a reference in Subsection G to a non-existing department.

City Attorney Adkinson requested a motion to hold first reading ordinance

BOARD ACTION: Motion by: Councilman Farris. Seconded by: Councilwoman Brannon. All ayes: motion carried.

- b. City Council Members and City Attorney Adkinson deliberated on the role, contract, and employment of the City Manager position. City Attorney Adkinson discussed possible issues with the current ordinance and sought direction from the City Council Members. Mayor Barley, City Attorney Clay, and Candidate Simmons were appointed to discuss the new employment contract and to present it to the City Council for approval at the following meeting. There were concerns regarding salary expectations, however it was agreed that no contract would be finite without the City Council's approval.

BOARD ACTION: The motion for City Attorney Adkinson, Mayor Barley, and Candidate Simmons to discuss and draft the employment contract was

City of Freeport
REGULAR CITY COUNCIL MEETING MINUTES
July 23, 2020

voted on 4:1. Ayes: Councilman Martin, Councilman Farris, Councilwoman Brannon. Councilwoman Heffner. Nay: Councilwoman Green.

Pending List

Assigned	Project	Update/Information
Attorney	City Council Districts	Attorney/Project Manager working with Supervisor of Elections
Project Manager	Road Agreement with Walton County and Hammock Bay/Ashton Park/Laurel Oaks Roads	Placed under Project Manager at 3/10/20 RCM
Finance Officer/Council	Forensic Audit	Updated 3/4/20
City Clerk	Agenda Software	Update 6/9/20
Director Director /Engineering	SRTS Grant Phase II	Update 6/9/20
Director Director /Engineering /City Manager	Main Street Program	Authorized by FCC to research and report 6/9/20
Engineering	DEO Community Director & Technical Assistance Grant	Authorized by FCC 5/28/20
Project Manager/ Sheriff's Dept.	Traffic Calming for North Street	Tasked by Council 6/9/20
Director Director	Education Reimbursement Program	Tasked 6/25/20

City of Freeport
REGULAR CITY COUNCIL MEETING MINUTES
July 23, 2020

14. New Business

a. Mayor Russ Barley

- i. Use of City Logo by School District in Freeport -**
Freeport High School Assistant Principal McGill inquired usage of the city logo on potential t-shirt sales to raise funds for student extracurricular activities (cheerleaders). The issue of trademark violations was presented by City Council Members and City Attorney Adkinson. Assistant Principal McGill explored alternative ideas for usage of the logo. City Councilwoman Brannon and City Councilwoman Green offered support for future fundraising endeavors. City Director Hughes-Neel offered to get the trademarking information to Assistant Principal McGill in support of the logo usage.
- ii. City Council Meeting Aug 11 will need to be moved to County Board Room due to early voting-** Mayor Barley noted that he arrangements to use the Board of County Commissioners Boardroom at their Freeport location had already been secured.

- b. Councilwoman Brannon –** asked that the Special Events ordinance be reexamined for governmental overreach. The City Council discussed governance vs community compassion. The Council agreed to reevaluate the policy, City Director Hughes-Neel was instructed to bring the Resolution to the following meeting.
- c. Councilman Farris-** none.
- d. Councilwoman Green-** none.
- e. Councilwoman Haffner-** none.
- f. Councilman Martin-** none.

City of Freeport
REGULAR CITY COUNCIL MEETING MINUTES
July 23, 2020

15. Public Comment- none.

16. Adjournment – Mayor Barley made the motion to adjourn the meeting, it was seconded by Councilman Farris. The meeting was adjourned at 7:34 PM.



THE CITY OF
FREEPORT, FLORIDA
POST OFFICE BOX 339 FREEPORT, FL 32439

To: City Council

From: Sara Bowers, Financial Officer

Date: August 3, 2020

Re: City Insurance

Please find attached the renewal quote provided by the Florida League of Cities as well as a copy of last year's quote. The city's liability and property insurance has significantly increased due to lawsuits the league has defended for the city and the unfortunate occurrence of hurricanes impacting Florida in the past couple of years. The automobile coverage has only increased by a little over \$300 and the worker's compensation coverage has decreased slightly over \$7,000. Staff is respectfully requesting council approval of this quote.



RENEWAL QUOTE FOR 2020-2021

City of Freeport
FMIT 0201

<u>Coverage</u>	<u>Deductible</u>	<u>Limit</u>	<u>Premium</u>
General/Professional Liability	\$0	\$1,000,000	\$44,803
Automobile Liability	\$0	\$1,000,000	\$3,355
Automobile Physical Damage	Per Schedule		\$4,181
Property	\$500	\$25,544,866	\$103,698
Workers' Compensation Experience Modification	\$0 0.76 10/1/20	Total Payroll \$1,615,060	\$30,527
TOTAL FMIT PREMIUM			\$186,564

*Includes: Drug Free Credit: Yes
Safety Credit: Yes

Note: Coverage summaries provided herein are intended as an outline of coverage only and are necessarily brief. In the event of loss, all terms, conditions, and exclusions of actual Agreement and/or Policies will apply.



FLORIDA MUNICIPAL INSURANCE TRUST

RENEWAL QUOTE FOR 2019-2020

City of Freeport

FMIT 0201

<u>Coverage</u>	<u>Deductible</u>	<u>Limit</u>	<u>Premium</u>
General/Professional Liability	\$0	\$1,000,000	\$29,932
Automobile Liability	\$0	\$1,000,000	\$3,140
Automobile Physical Damage	Per Schedule		\$4,093
Property	\$500	\$25,544,866	\$91,688
Workers' Compensation Experience Modification	\$0 1.18 10/1/19	Total Payroll \$1,531,765	\$37,583
TOTAL FMIT PREMIUM			\$166,437

*Includes: Drug Free Credit: Yes

Safety Credit: Yes

Note: Coverage summaries provided herein are intended as an outline of coverage only and are necessarily brief. In the event of loss, all terms, conditions, and exclusions of actual Agreement and/or Policies will apply.



THE CITY OF
FREEPORT, FLORIDA
POST OFFICE BOX 339 FREEPORT, FL 32439

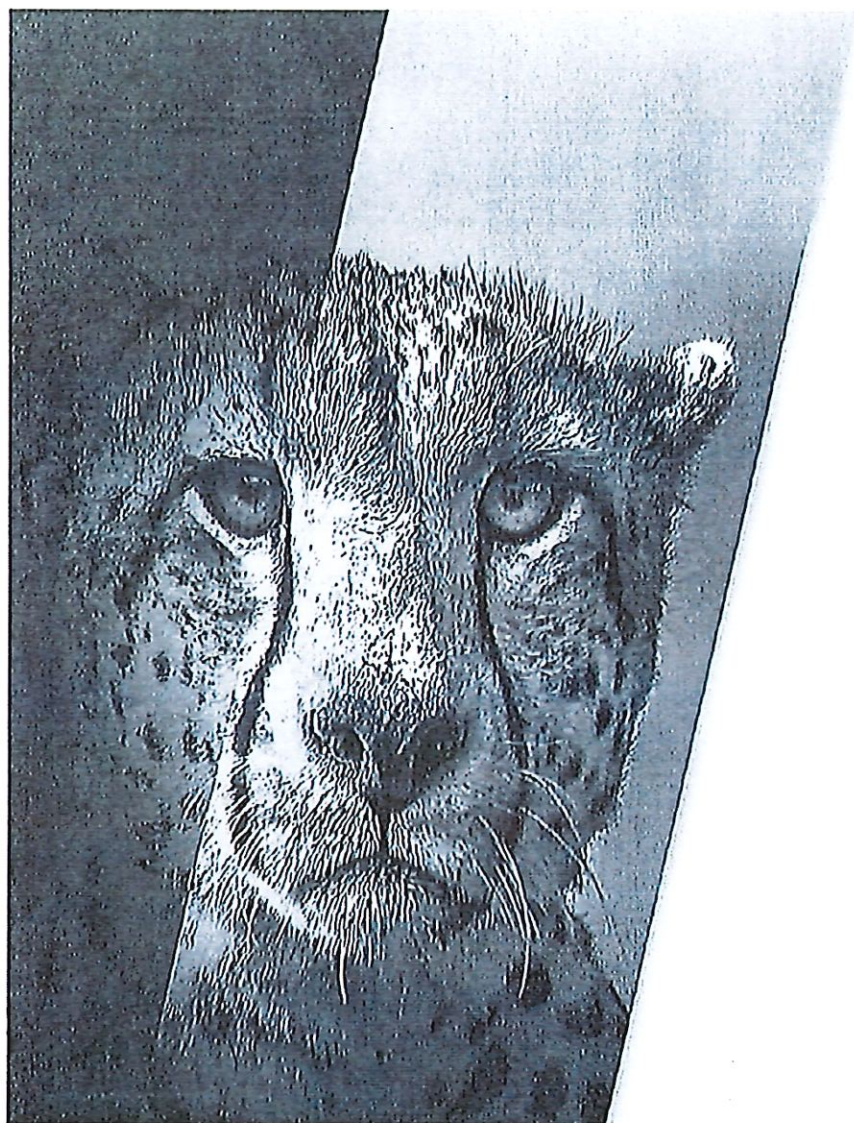
To: City Council

From: Sara Bowers, Financial Officer

Date: August 3, 2020

Re: Employee Health, Life & Dental Insurance

Please find attached the renewal quote provided by the city's insurance agent. The life and dental premiums remained the same (pp.7-9), however, the health insurance decreased by a very slight amount(p.6) with the employee only coverage going from \$747.47 to \$742.56 per month. Staff is respectfully requesting council approval of this quote.



PART OF THE
BROWN & BROWN TEAM

**A Proposal of Employee Benefits
Coverage and Service**

City of Freeport

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Employee Benefits Specialist

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Marketing Specialist

Proposal Date: July 23, 2020

Effective Date: October 1, 2020

Public Risk Insurance Advisors

Brown & Brown is one of the largest and most respected independent insurance intermediaries in the nation, with over 80 years of continuous service. The Company is ranked as the sixth largest such organization in the United States by Business Insurance magazine.

Public Risk Insurance Advisors (PRIA), a wholly owned subsidiary of Brown & Brown, Inc., has established itself as one of the premier insurance services organizations for public entities in the United States. Our in-depth understanding of the unique risk exposures and operating environment of public entities allows us to tailor insurance products and services to effectively meet their needs. As the only independent insurance agency solely dedicated to the public entity market, we are uniquely qualified to meet and exceed the expectations of our clients. Our 20 years of insuring local governments has afforded us significant experience and insight into the unique challenges and constraints that our clients face.

As a Brown & Brown company, PRIA has access to hundreds of insurance markets nationwide. The buying power and premium leverage within the organization is surpassed by few agencies.

PRIA focuses on developing innovative approaches towards managing your risk. Cost effective insurance products, professional service, and commitment to client's needs are our primary goals. Proof of account satisfaction is reflected by a 97% business retention rate.

Employee Benefits is just one area of expertise we can provide. Our benefit programs include Medical, Dental, Vision, Cobra, Life, Disability and Section 125 pre-tax reimbursement accounts just to name a few. We are able to provide fully insured programs for employers of all sizes and self-funded programs to meet the special needs of employers interested in that type of arrangement. In addition to providing the insurance programs, we assist in the design, cost-containment, management and development of your employee benefit package.

All Employee Benefit clients are assigned an "In House" Employee Benefits Specialist to assist with Billing, Claims, Eligibility, Enrollment, or any other issues or questions that arise.

For our clients that opt for self insured programs, we not only provide the mentioned above, but also supply detailed reports to help you monitor your program closely. We also place the reinsurance, help design a plan to meet your needs and work closely with you and the Third Party administrator during the implementation as well as throughout the year to ensure the plan operates smoothly.

As for property and casualty, PRIA is a recognized leader in the area of professional liability, governmental and municipal insurance programs, pollution liability and many other specialized areas of risk. All property and casualty clients are assigned an "In-House" Public Risk Specialist.

Commitment to Our Clients

The Employee Benefits Division at Public Risk Insurance Advisors is focused on providing you with the best products at the most competitive rates possible. We ensure a very high level of customer service by remaining involved with you after the plan's effective date.

In addition to the PRIA's Employee Benefits Advisor, all clients are assigned a team of dedicated service and marketing professionals committed to fast, efficient and friendly service during plan renewal and every other day of the year.

- We provide assistance with carriers to resolve any issues concerning policy administration, claims and billing.
- We provide expertise in designing, analyzing, and maintaining an employee benefits program that will help you attract and retain quality employees.
- We provide timely guidance on local and national trends in employee benefits and in the carrier marketplace.

As part of the 6th largest insurance broker in the country (as determined by Business Insurance magazine) we have the resources to partner with clients of all sizes and industries to maximize benefits and contain costs. The Employee Benefits Division in Daytona Beach, FL is fully automated and highly efficient in marketing plan renewals and new business. We have access to all local and national carriers, third party administrators, and other specialists in the employee benefits industry including:

Medical - Dental - Vision - Life - Disability Plans - Cafeteria Plans - 401(k) Plans - Self-funded and Partially Self-funded arrangements - Employee Assistance Programs - Voluntary (employee-paid) long-term Disability, Short-term Disability, Dental and Accident & Sickness plans.

Phone
(352) 251-6176
(352) 845-3229 - Fax

Address
Public Risk Insurance Advisors
220 South Alameda Avenue
Daytona Beach, FL 32114

Website
www.bbpria.com
HISE Uited: BRO

Disclaimer Information

Public Risk Insurance Advisors Disclaimers and Disclosures:

- Brown & Brown makes every attempt to place coverage with carriers rated A- or better through A.M. Best, a national credit rating Advisors with a specific focus on the Insurance Industry. Additional information, including carrier ratings can be found at www.ambest.com. Brown & Brown cannot certify the financial soundness or stability of a company, so we encourage you to review the financial information for each carrier as found in one or more of the following sources before making a decision as to where to place your coverage: a state department of Insurance website, A.M. Best Company website, or a carrier website.
- The analysis of the following plans is a summary. Please refer to the policy certificate for a full list of coverage and exclusions.
- The rates and benefits in this proposal are based upon underwriting factors which include, but are not limited to, the census provided, the effective date shown, the status of employees/dependents (i.e. actively at work, COBRA, FMLA), final enrollment, etc. If any of the aforementioned changes prior to the proposed effective date, the final provisions, including rates, for these plans may vary or result in the proposed plan to be withdrawn.
- If you select to change carriers, any existing plans with other carriers should not be cancelled until advised by Public Risk Insurance Advisors.
- This proposal may not be a complete listing of all available benefit options. Different benefit levels may be available.
- This presentation is the proprietary work product of Public Risk Insurance Advisors and is not authorized for further use or distribution.
- All insurance carriers have their own operating procedures. A change in carrier could affect certain benefits and coverage.
- Public Risk Insurance Advisors representatives are available to explain any items presented. It is assumed that the recipients of this proposal will seek an explanation of any items that may be in question.
- Public Risk Insurance Advisors representatives may from time to time provide guidance regarding certain requirements affecting health plans, including the requirements of federal and state health care reform legislation. Such guidance is based on good faith interpretation of laws and regulations currently in effect, and is not intended to be a substitute for legal advice. Employers should contact their own legal counsel for advice regarding legal requirements.
- The network directory/facility lists obtained via paper directories or carrier websites may contain providers and facilities that are no longer participating in the insurance carriers' networks. We cannot be responsible for any changes to the provider/facility listings that are not reflected. To ensure that a specific provider or facility is still participating in the provider's preferred network, we recommend contacting the provider/facility directly.
- Failure to adhere to provisions of the Affordable Care Act (such as pay-or-play, employer reporting requirements, benefit mandates, etc.) may result in significant fees and penalties to the employer. For a more comprehensive explanation of what fees and penalties may apply to you, you may contact your Public Risk Insurance Advisors representative at any time.
- You are required to comply with Health Care Reform's Summary of Benefits & Coverage (SBC) distribution guidelines, which include requirements for SBC distribution at the plan renewal date. If an employee must enroll to continue coverage, the SBC must be provided when open enrollment materials are distributed. If enrollment materials are not distributed, employees must receive an SBC by the first day they are eligible to enroll. For insured plans, if coverage continues automatically for the next year, the SBC must be provided at least 30 days before the beginning of the new plan year. If the policy is not issued by that date, the SBC must be provided within seven business days once the information is available. Please refer to the Department of Health & Human Services' (HHS) official guidance for complete details regarding renewal and other SBC distribution guidelines.
- Compensation: In addition to the commissions or fees received by us for assistance with the placement, servicing, claims handling, or renewal of your insurance coverages, other parties, such as excess and surplus lines brokers, wholesale brokers, reinsurance intermediaries, underwriting managers and similar parties, some of which may be owned in whole or in part by Brown & Brown, Inc., may also receive compensation for their role in providing insurance products or services to you pursuant to their separate contracts with insurance or reinsurance carriers. That compensation is derived from your premium payments. Additionally, it is possible that we, or our corporate parents or affiliates, may receive contingent payments or allowances from insurers based on factors which are not client-specific, such as the performance and/or size of an overall book of business produced with an insurer. We generally do not know if such a contingent payment will be made by a particular insurer, or the amount of any such contingent payments, until the underwriting year is closed. That compensation is partially derived from your premium dollars, after being combined (or "pooled") with the premium dollars of other insureds that have purchased similar types of coverage. We may also receive invitations to programs sponsored and paid for by insurance carriers to inform brokers regarding their products and services, including possible participation in company-sponsored events such as trips, seminars, and advisory council meetings, based upon the total volume of business placed with the carrier you select. We may, on occasion, receive loans or credit from insurance companies. Additionally, in the ordinary course of our business, we may receive and retain interest on premiums you pay from the date we receive them until the date of premiums are remitted to the insurance company or intermediary. In the event that we assist with placement and other details of arranging for the financing of your insurance premium, we may also receive a fee from the premium finance company.

Questions and Information Requests: Should you have any questions or require additional information, please contact this office at 386-252-6376 or, if you prefer, submit your question or request online at <http://www.bbinsurance.com/customersinquiry.html>.

Retail Compensation Disclosure

In addition to the commissions or fees received by us for assistance with the placement, servicing, claims handling, or renewal of your insurance coverages, other parties, such as excess and surplus lines brokers, wholesale brokers, reinsurance intermediaries, underwriting managers and similar parties, some of which may be owned in whole or in part by Brown & Brown, Inc., may also receive compensation for their role in providing insurance products or services to you pursuant to their separate contracts with insurance or reinsurance carriers. That compensation is derived from your premium payments. Additionally, it is possible that we, or our corporate parents or affiliates, may receive contingent payments or allowances from insurers based on factors which are not client-specific, such as the performance and/or size of an overall book of business produced with an insurer. We generally do not know if such a contingent payment will be made by a particular insurer, or the amount of any such contingent payments, until the underwriting year is closed. That compensation is partially derived from your premium dollars, after being combined (or "pooled") with the premium dollars of other insureds that have purchased similar types of coverage. We may also receive invitations to programs sponsored and paid for by insurance carriers to inform brokers regarding their products and services, including possible participation in company-sponsored events such as trips, seminars, and advisory council meetings, based upon the total volume of business placed with the carrier you select. We may, on occasion, receive loans or credit from insurance companies. Additionally, in the ordinary course of our business, we may receive and retain interest on premiums you pay from the date we receive them until the date of premiums are remitted to the insurance company or intermediary. In the event that we assist with placement and other details of arranging for the financing of your insurance premium, we may also receive a fee from the premium finance company.

If an intermediary is utilized in the placement of coverage, the intermediary may or may not be owned in whole or part by Brown & Brown, Inc. or its subsidiaries. Brown & Brown entities operate independently and are not required to utilize other companies owned by Brown & Brown, Inc., but routinely do so. In addition to providing access to the insurance company, the Wholesale Insurance Broker/Managing General Agent may provide additional services including, but not limited to: underwriting; loss control; risk placement; coverage review; claims coordination with insurance company; and policy issuance. Compensation paid for those services is derived from your premium payment, which may on average be 15% of the premium you pay for coverage, and may include additional fees charged by the intermediary.

Questions and Information Requests. Should you have any questions, or require additional information, please contact this office at (386) 252-6176 or, if you prefer, submit your question or request online at <http://www.bbinsurance.com/customerinquiry/>.

CURRENT GUIDE TO BEST'S RATINGS

Best's Rating:

Represents an opinion based on a company's financial strength, operating performance and market profile

Secure Best's Ratings: A++ to B+ (Superior to Good)

Vulnerable Best's Ratings: B to D (Fair to Poor)

Outlook:

Positive = Indicates possible rating upgrade due to favorable financial/market trend relative to the current rating level.

Not Rated Companies:

NR = Companies that are not rated by A.M. Best

Rating Modifiers:

u = Under Review (change in financial condition)

pd = Public Data (insurers do not subscribe to Best's rating process)

s = Syndicate (operating at Lloyd's)

Financial Size Categories:

Reflects the company's size based on its capital surplus and conditional reserve funds in millions of U.S. dollars, using the scale below:

FSC I less than 1	less than 1 mill	FSC IX	250 to 500
FSC II 1 to 2	1 to 2	FSC X	500 to 750
FSC III 2 to 5	2 to 5	FSC XI	750 to 1,000
FSC IV 5 to 10	5 to 10	FSC XII	1,000 to 1,250
FSC V 10 to 25	10 to 25	FSC XIII	1,250 to 1,500
FSC VI 25 to 50	25 to 50	FSC XIV	1,500 to 2,000
FSC VII 50 to 100	50 to 100	FSC XV	greater than 2,000
FSC VIII 100 to 250	100 to 250	"..."	unknown / not rated

A.M. BEST'S INSURANCE RATINGS & CARRIER WEBSITES

The insurance company providing coverage has the following A.M. Best Financial Rating:

A++ to D = Highest to Lowest Rating

XV to I = Largest to Smallest Rating

Not Rated Companies:

NR = Not rated by A.M. Best

Carrier Name	Best's Rating for Stability	FSC Rating for Assets/ Surplus	Web Address
Blue Cross and Blue Shield of Florida, Inc.	A+	XV	www.bcbfl.com
Standard Life Insurance Company	A	XIV	www.standard.com

Marketing Summary

Medical FL Blue	Current Renewal
Dental Standard	Current Renewal
Basic Life & AD&D Voluntary Life & AD&D Standard	Current Renewal

Executive Summary of Medical & Prescription Drug Coverage
City of Freeport
October 1, 2020 - September 30, 2021

October 1, 2020 - September 30, 2021

		Current	Renewal
Vendor		BlueCross BlueShield	
Plan Name		BlueOptions All Copay 16003	
Plan Details		Network	
		<i>Single</i>	<i>Family</i>
Plan Deductible		\$3,000	\$6,000
Embedded Deductible:		Yes	
Calendar or Policy Year:		Calendar	
Coinurance:		0%	
Maximum Out-of-Pocket:		\$7,900	\$15,800
(Includes Deductible, Copay, Rx)		Yes, Yes, Yes	
Physician Services			
Office Visit:		\$25	
Specialist:		\$55	
Chiropractic:		\$55	
Hospital / Emergency Services			
Inpatient Hospital Per Admission:		Option 1: \$1,000 + Deductible Option 2: \$1,250 + Deductible	
Emergency Room:		\$300 + Deductible	
Urgent Care:		\$60	
Outpatient Surgical Facility:		Option 1: \$500 Option 2: \$750	
Ambulatory Surgery Center:		\$400	
Diagnostic Services			
Lab & X-Ray Outpatient:		\$50 Lab \$150 X-Ray	
Advanced Imaging Services (MRI, MRA, PET, CT):		\$350	
Prescription Drug			
Deductible:		N/A	
Prescription Tier		\$4 / \$15 \$30 / \$75 \$150 \$300	
Mail Order Prescription (90 Day Supply):		2x Copay (Specialty not covered)	
Non-Network Plan Details		<i>Non-Network</i>	
Plan Deductible		\$6,000	\$12,000
Coinurance:		50%	
Maximum Out-of-Pocket:		\$15,800	\$31,600
Per Occurrence Deductible (Inpatient/Outpatient):		N/A	
Plan Rates Current Enrollment		Current Renewal	
Employee:	31	\$747.47	\$742.56
Employee + Spouse:	1	\$1,494.94	\$1,485.12
Employee + Child(ren):	0	\$1,382.82	\$1,373.74
Family:	1	\$2,130.29	\$2,116.30
Estimated Monthly Premiums:	33	\$26,797	\$26,621
Estimated Annual Premiums:		\$321,562	\$319,449
PEPY		\$9,744	\$9,680
Rate Change from Current (%):			-1%
Rate Change from Current (\$):			-\$2,112

Rates subject to final enrollment and underwriting

Executive Summary of Dental Coverage
City of Freeport
October 1, 2020 - September 30, 2021

October 1, 2020 - September 30, 2021

		Current Renewal			
Vendor		Standard			
Network:		America			
		Network			
Plan Details		Single	100% 80% 50% 50%	Family	
Coinsurance Percentage (Preventive Basic Major Ortho):					
Deductible (Family Maximum):		\$50		None	
Deductible Waived for Preventive:			Yes		
Calendar Year Maximum:			\$1,000		
Orthodontic Lifetime Maximum:			\$1,000		
Included Adult Ortho:			Yes		
Dental Services		Benefit Level	Frequency		
Routine Exam & Cleanings:		Preventive	2 per benefit period		
Fluoride Treatment:		Preventive	1 per benefit period, age 18 & under		
X-Ray (Bitewing):		Preventive	2 per benefit period		
X-Ray (Full Mouth):		Preventive	1 per 3 years		
Sealants:		Preventive	to age 16		
Fillings:		Basic	1 per 6 months		
Root Canal Therapy:		Basic	Retreatment 1 per 12 months		
Crowns:		Major	1 in 5 years		
Bridges:		Major	1 in 5 years		
Dentures:		Major	1 in 5 years		
Implants:		Not covered	N/A		
Non-Network Details		Non-Network			
Coinsurance Percentage (Preventive Basic Major Ortho):			100% 80% 50% 50%		
Deductible (Family Maximum):		\$50		None	
Deductible Waived for Preventive:			Yes		
Calendar Year Maximum:			\$1,000		
Percent of UCR:			90th		
Waiting Periods:			None		
Allows Annual Open Enrollment:			Yes		
Included Rollovers:			None		
Employer Contributions:			0%		
Participation Requirement:			60%		
Rate Guarantee:			1 year until 9/30/2021		
Plan Rates Current Enrollment		Current Renewal			
Employee:		9	\$36.35	\$36.35	
Employee + Spouse:		3	\$74.60	\$74.60	
Employee + Child(ren):		0	\$93.26	\$93.26	
Family:		0	\$129.56	\$129.56	
Total:		12			
Estimated Monthly Premiums:			\$550	\$550	
Estimated Annual Premiums:			\$6,601	\$6,601	
PEPY			\$550	\$550	
Rate Change from Current (M):				0%	
Rate Change from Current (S):				\$0	

Notes:

Rates subject to final enrollment underwriting

Executive Summary of Group Life & AD&D Coverage

City of Freeport

October 1, 2020 - September 30, 2021

Basic Life: 1,700,000
AD&D: 1,700,000

	Current Renewal		
Vendor	Standard		
Class Definition Plan Details:	Benefit	Maximum	Guarantee Issue
Class 1: All Employees	\$50,000	\$50,000	\$50,000
Reduction Schedule:	to 65% at age 65 to 50% at age 70 to 35% at age 75		
Waiver of Premium:	Included		
Conversion:	Included		
Accelerated Death Benefit:	Included		
Seatbelt/Safe Driver Benefit:	Included		
Current Enrollment:			
Employer Contribution:	100%		
Participation Requirement:	100%		
Rate Guarantee:	2 years until 9/30/2022		
Plan Rates	Current Renewal		
Basic Life	\$0.422		\$0.422
AD&D	\$0.030		\$0.030
Estimated Monthly Premiums:	\$768		\$768
Estimated Annual Premiums:	\$9,221		\$9,221
Rate Change from Current (%):			0%
Rate Change from Current (\$):			\$0

Notes:

6 face-to-face visit EAP: \$0.35 PEPM

Rates subject to final enrollment underwriting

Executive Summary of Voluntary Group Life & AD&D Coverage

City of Freeport

October 1, 2020 - September 30, 2021

	Current Renewal	
Vendor	Standard	
Plan Details (Employee)		
Benefit (increments of):	\$10,000	
Maximum Benefit:	\$100,000	
Guarantee Issue:	\$50,000	
Plan Details (Dependent)		
Spouse Benefit (increments of):	\$5,000	
Maximum Benefit:	\$150,000	
Guarantee Issue:	\$10,000	
Not to Exceed:	50% of employee's life insurance	
Child(ren) Benefit:	Live birth - age 20 \$10,000	
Full-Time Student:	Through age 24	
	to 65% at age 65	
	to 50% at age 70	
	to 35% at age 75	
Reduction Schedule:		
Waiver of Premium:	Included	
Portability:	Included	
Accelerated Death Benefit:	Included	
Seatbelt/Safe Driver Benefit:	Included	
Employer Contribution:	0%	
Participation Requirement:	Greater of 25 members or 35%	
Rate Guarantee:	2 years until 9/30/2022	
Plan Rates per \$1,000	Current Renewal	
	Employee/Spouse	
Under 30	\$0.100	\$0.100
Age 30 - 34	\$0.110	\$0.110
Age 35 - 39	\$0.150	\$0.150
Age 40 - 44	\$0.240	\$0.240
Age 45 - 49	\$0.350	\$0.350
Age 50 - 54	\$0.530	\$0.530
Age 55 - 59	\$0.890	\$0.890
Age 60 - 64	\$0.880	\$0.960
Age 65 - 69	\$1.650	\$1.650
Age 70 - 74	\$2.950	\$2.950
Age 75 +	\$10.990	\$10.990
Child Life	\$1.000	\$1.000

Notes:

Premium Calculation

Step 1: Benefit / 1000 = # Units

Step 2: # Units x Age-banded Rate = \$ Premium Per Month

Example: 44 year old, \$200,000 Benefit

\$200,000 / 1000 = 200 Units

200 x Age 44 rate = \$48

Rates subject to final enrollment underwriting



MEMORANDUM

DATE: August 11, 2020
TO: City Council
FROM: Sara Bowers
SUBJECT: Sewer Lien when Customer Refinances Mortgage

I respectfully request City Council guidance for when a customer refinances their mortgage and has a sewer loan lien. The agreement signed by the customer at the time of the loan execution is silent on refinancing, and only states the loan must be paid in full if the property is sold (see attached agreement).

It is staff and legal counsel's recommendation that when a customer refinances their mortgage, the customer must either pay the sewer loan in full or have the refinancing inferior to the city's lien on the property.

Thank you.

CITY OF FREEPORT

SEWER

FINANCING AGREEMENT

This Agreement entered into by and between the City of Freeport, (herein "provider")
And [REDACTED], herein "owner", who hereby covenant and agree
As follows:

1. The provider agrees to make service available to existing homes where there is
Existing sewer service for the terms and conditions stated herein. Simultaneously
With the execution of this agreement, the owner shall pay to the provider a deposit
Of \$50.00 for sewer service and necessary recording fees of \$ 52.50.
2. The owner will further pay to the provider, subject to the terms contained herein the
Sum of \$ 7314.00 as a sewer connection fee. The aforementioned sewer connection
Fee shall be due and payable at the time of execution of this agreement. In the event
The owner decides to finance the sewer connection fee it shall be financed as follows:
 - A. A down payment of \$2,000.00 with a balance of \$ 4,400.00, being
Financed for a period of 10 years, commencing one month from the date of
The down payment and payable in 120 monthly equal installments.
 - B. Payments shall be due on or before the 15th of each month. Any payment
paid after the 15th shall be assessed a late charge.
 - C. Any payment that is not made within 45 days after the due date, may result
In the City disconnection service to the owner. The owner shall at that time
Have the option of reinstituting the service by paying the entire balance
Remaining on this agreement, together with any other applicable cost

Assessed by the City for a reconnection fee which includes but is not limited to

A reconnection fee.

3. Upon sale of this property the total balance due to the City of Freeport will

Be due and payable in full.

UTILITY BILL ADJUSTMENT/BILL DISPUTE POLICY

The following is the Utility Billing Department policy for adjusting balances on accounts.

LEAK ADJUSTMENTS

- The customer receives their bill and the City of Freeport does a work order to check the meter for a leak. If there is a leak at the meter or on the customer side, the bill is adjusted to half the cost of water and half the cost of sewer charges on the bill for the previous month only. This may only be done once per year, and the City must verify that the leak has been fixed prior to any adjustment being made.
- The Mayor/City Manager may approve a second leak adjustment (must fill out and sign form), if the leak runs over 2 billing cycles.

LATE FEE ADJUSTMENTS

- No late fees shall be credited back to any customer unless the error is the fault of The City of Freeport. Payments that have not been postmarked by, made online by, or received in office by the due date (the 15th of the month) will be assessed a late fee of \$10 per the policy of the City.

HIGH CONSUMPTION DISPUTE PAYMENTS/ADJUSTMENTS

- If a customer has an unusually high bill and they are disputing findings about a leak, the customer must pay the bill in full and the adjustment, if warranted, will be retroactive.
 - If the bill is over \$500, the Manager and/or Mayor may make an exception to allow for the tests to be done before payment is made.
 - High bills will be checked before bills run to try and avoid any high bills being produced because of a leak and adjusted before the bill is sent to the customer.

ONCE IN A LIFETIME ADJUSTMENT FOR ISSUE OTHER THAN LEAK

- If a customer has a water issue (other than a repairable leak or irrigation-related issue), they are eligible once in a lifetime, per customer, for an adjustment of ½ the cost of ONE high bill. This adjustment cannot be used as an additional adjustment for a leak within a 12-month period.



CITY OF FREEPORT
112 Hwy 20 W, Freeport, FL 32439
Telephone: 850-835-2822
Facsimile: 850-835-3137

LEAK ADJUSTMENT REQUEST – 2ND
(Use for leaks that run over 2 billing cycles)

Customer Name: _____

Service Address: _____

Date of Leak: _____

Summary of Issue/Repair: _____

Customer Initial: _____

_____ **I understand I can only receive one leak adjustment per 12-month period.

Customer Signature: _____ Date: _____

For office use only:

First Adjustment Bill Dates: _____

Second Adjustment Bill Dates: _____

Account #: _____

Date follow-up Work Order Completed: _____

Mayor/City Manager Signature: _____ Date: _____

Billing Manager Signature: _____ Date: _____



MEMORANDUM

DATE: August 11, 2020
TO: City Council
FROM: Debbie Roberts, Utility Billing Manager
SUBJECT: Approval of Updates to Adjustment/Leak Policy and New Form

At the July 14, 2020 City Council meeting, staff was directed to bring back a possible addition to the Adjustment/Leak Policy. Please see the attached changes highlighted in yellow.

The first is to allow the Mayor/City Manager to approve a second leak adjustment for customers who have a leak that runs over 2 billing cycles. This will save the customer time from having to come to council to get approval.

The second is the suggestion from the July 14 Council meeting that the City offers customers a once-in-a-lifetime adjustment of ½ of one high bill for factors other than a repairable leak. This could not be used as an additional leak adjustment within a 12-month period, nor could it be used for any leak caused by an irrigation issue.

Thank you.

**CITY OF FREEPORT
ORDINANCE NUMBER 2020-____**

**AN ORDINANCE AMENDING THE FREEPORT LAND
DEVELOPMENT CODE; ADDING SPECIAL EVENT, SPECIAL
EVENT APPLICATION AND SPECIAL EVENT PERMIT TO
APPENDIX B – DEFINITIONS; **ADDING ADDITIONAL
EXCEPTIONS TO APPENDIX B DEFINITIONS**; PROVIDING FOR
AUTHORITY AND PURPOSE, CONFLICT SEVERABILITY, AND
AN EFFECTIVE DATE.**

WHEREAS, Sections 163.320 and 163.3203, Florida Statutes require provisions established in comprehensive plans to be implemented by land development regulations; and

WHEREAS, the City of Freeport has adopted a Land Development Code in accordance with these statutes to ensure the City's orderly growth and development; and

WHEREAS, the City of Freeport finds it necessary to amend and update certain section of the current Land Development Code; and

WHEREAS, the City of Freeport desires to carefully monitor the activities associated with Special Events being held outside of City parks and take measures to protect the health, safety and welfare of the citizens of Freeport; and

WHEREAS, the City of Freeport, to ensure the City's continued orderly growth and development, the City of Freeport finds it prudent to amend its Land Development Code to respond to changing needs and conditions.

**NOW BE IT THEREFORE ORDAINED BY THE CITY COUNCIL OF THE
CITY OF FREEPORT**, that the Freeport Land Development Code is amended as follows:

Section 1: Amended Language

The language of the Freeport Land Development Code shall be amended as follows:

APPENDIX B – DEFINITIONS

Special Event: A one-time event held by any Club/Special Interest Group, Business, a Church/School/Daycare or a Residential Development which

- a. Will close or impede a portion or all of a city street or county road for events such as walks, runs, races, parades, horse (or other animal) buggy/carriage rides or cause the general public to park outside of normal parking areas onto grassed areas, road shoulders or off-site areas or which will take over parking areas which are normally reserved for another use; and/or

CITY OF FREEPORT
ORDINANCE NUMBER 2020-____

- b. Will generate traffic and participation by the general public over and above the normal traffic expected during normal business hours; and/or
- c. Is being advertised to the general public or on social media as a festival, tournament, charity fund-raising event, block party, tailgating, auctions, community fund-raisers, tournaments, short term car sale or any other similar use supplemental to the normal operations of the entity/premises; and/or
- d. Is an activity or event that is organized and promoted to attract a crowd of 30 or more persons to promote commercial interests or is sponsored by commercial interests; and/or
- e. Will, as a component of the event, invite or provide one or more vending operations and /or provide food/drink for sale as a component of the event.
- f. Any temporary tents/structures which are a component of the Special Event may be present onsite a maximum of 72 hours, including the day of the event. Vehicles and food trucks are allowed on-site the day of the event only.
- g. **NOTE:** an event serving or selling alcoholic beverages shall not be approved within 1000 feet of a church, daycare facility or school, per Ordinance 80-3.

EXCEPTIONS:

- Venue rentals outside of business hours in structures/on premises which have a valid development order and where such events are allowed under the conditions of the development order
- Funerals/funeral home visitations
- Public school events on school property
- Events scheduled to take place in city parks/ rentals of city facilities which are covered through a separate permitting process.
- A Special Event does not include private parties by private property owners with no commercial gain or benefit; hosted and attended by the owner of the property.
- Community Organization Fundraisers, including:
 - Town Planters Society
 - Veteran's Memorial Committee
 - Friends of the Freeport Library
 - Freeport youth sports organization fundraisers
 - Freeport school teams/programs fundraisers
- One-time benefits put on by the local community members to raise money for a community member or family for issues such as illness, death expenses, loss of residence or other catastrophic events

Special Event Process Requirements: All requests for a Special Event Permit must complete a Special Event Application and submit all required documentation to the Planning & Zoning Dept. The Special Event Permit will be issued by the Planning &

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Zoning Dept. submittal to the approval and conditions specified by the City Council approved by the City Council during a regular city council meeting.

Special Event Application: a development application supplied by the Planning & Zoning Department for the purpose of holding a Special Event. Said application shall include but not be limited to:

- Proof of Ownership
- Notarized Letter from Property Owner granting permission if applicant is not the owner
- Current Valid Development Order for premises/C/O for Structures.
- Site plan showing set-up; structures, parking areas, setbacks, activity areas
- Time/Date/Hours of Event.
- Anticipated Crowd Size
- Proof of Liability Insurance
- Food-Handlers License from all food vendors including permanent restaurant facilities.
- Beer/wine serve permit from Bureau of Alcohol and Tobacco for premises.
- Restroom facilities for event
- Public safety/first aid arrangements for event
- Temporary Signage permit application for structure/ground signs for event.
- Application Fee of \$250. If the application is a fundraiser for a charitable event, the City Council reserves the right to waive said fee.

Special Event Permit: a Development Order issued by the Planning & Zoning Dept. for a specific Special Event which includes all conditions for the approval issued by the City Council.

Section 2: Numbering

The Articles, Sections, and Subsections will be re-numbered post-revision as required.

Section 3: Authority and Purpose.

This ordinance is adopted pursuant to the authority granted to cities by Chapter 125, Florida Statutes.

Section 4: Conflict.

Those portions of this ordinance whose subject matter is the Land Development Code and/or the Comprehensive Plan which are in conflict are hereby repealed.

Section 4: Severability.

Should any word, phrase, sentence, or section of this ordinance be held by a court of competent jurisdiction to be illegal, void, unenforceable, or unconstitutional, then such

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language shall be severed from this ordinance and the remainder of the ordinance shall remain in full force and effect.

Section 5: Effective Date:

This ordinance shall take effect as provided by law.

ADOPTED in an advertised public hearing of the City Council of the City of Freeport this _____ day of _____ 2020.

FREEPORT CITY COUNCIL

Mayor

ATTEST:

City Clerk

FCC 1st Reading/Revised Ordinance Public Hearing: August 27, 2020
FCC 2nd Reading/Adoption Public Hearing: September 24, 2020 (tent.)

**AMENDMENT AND
EXERCISE OF OPTION TO RENEW**

**FRANCHISE AGREEMENT BETWEEN
THE CITY OF FREEPORT
AND THE BOARD OF COUNTY COMMISSIONERS
OF WALTON COUNTY**

This Exercise of Option to Renew and Amendment, effective as of August 3, 2020, to the Franchise Agreement Between the City of Freeport and the Board of County Commissioners of Walton County ("Franchise Agreement") dated August 2, 1990, with a 30 year option to renew, between **WALTON COUNTY, FLORIDA**, a political subdivision of the State of Florida, whose address is 76 North Sixth Street, DeFuniak Springs, Florida 32433 (the "County") and the **CITY OF FREEPORT, FLORIDA**, a municipal corporation of the State of Florida, whose principal address is 112 HWY 20 West, Freeport, Florida, 32439 (the "City").

1. OPTION TO RENEW

This is the first and only option to renew provided for in the Franchise Agreement and shall extend the Franchise Agreement one additional term effective August 3, 2020 through August 2, 2050.

2. AMENDMENT

County and City having entered into a water and sewer Franchise Agreement desire to amend said Agreement to provide certain reporting requirements for the City. It is in the best interest and welfare of the citizens of County and City to amend the water and sewer Franchise Agreement to add the following language:

SEE EXHIBIT "A" ATTACHED HERETO

3. OTHER TERMS

All other terms of the Franchise Agreement remain in full force and effect.

ATTEST:

WALTON COUNTY, FLORIDA

By: _____
W.N. "Bill" Chapman, Chair
Board of County Commissioners

By: _____
Alex Alford, Clerk of Circuit Court
And County Comptroller

Date: _____

Approved for form:

Sidney N. Noyes, Walton County Attorney

CITY OF FREEPORT, FLORIDA

By: _____
Russ Barley, Mayor

Attest:

City Clerk

Date: _____

Approved for form:

Clay Atkinson, City Attorney

EXHIBIT "A"
TO
AMENDMENT AND OPTION TO RENEW
FRANCHISE AGREEMENT BETWEEN THE CITY OF FREEPORT
AND THE BOARD OF COUNTY COMMISSIONERS OF WALTON COUNTY

ANNUAL REPORTING REQUIREMENTS:

As part of Walton County's franchise agreement with the City of Freeport for water and sewer utility service, the City of Freeport shall provide Walton County an annual report by January 31st each year that shall consist of the following information:

A. The City of Freeport Water and Sewer System:

1. Total number of new water and sewer connections for the previous year;
2. Total linear feet of new water and sewer installation for the previous year;
3. An updated existing infrastructure location map for water and sewer utilities within the franchise service area; Map(s) will indicate the areas in which infrastructure is readily available for connection;
4. Summary of planned utility projects/capital improvement projects (CIP); identify water and sewer projects that have been funded for design and/or construction; identify any water and sewer expansion projects that have not been funded but in which funds are being requested by various agencies;
5. Identify the current permitted capacity, operating capacity, committed capacity and available capacity of the potable water supply system and the wastewater treatment facility;
6. Status of the level of compliance with State permits.

B. The North Bay Water System:

1. Total number of water connections for the previous year;
2. Total linear feet of water installation for the previous year;
3. An updated existing infrastructure location map for water utilities within the franchise service area; Map(s) will indicate the areas in which infrastructure is readily available for connection;
4. Summary of planned utility projects/capital improvement projects (CIP); identify water projects that have been funded for design and/or construction; identify any water expansion projects that have not been funded but in which funds are being requested by various agencies;
5. Identify the current permitted capacity, operating capacity, committed capacity and available capacity of the potable water supply system;
6. Status of the level of compliance with State permits.

In addition to providing a written annual report, the City shall request to be placed on the agenda of a Walton County Board meeting after January 31st each year and present the information to the Board of County Commissioners. It will be at the discretion of the Board to waive the presentation from the City as related to the annual utilities update.